

AGENDA

Francis Town Planning Commission Meeting

Monday, November 21, 2011

7:00pm

(Public Invited)

1. Call meeting to order
2. Approval of minutes from October 24, 2011 meeting
3. Discussion of Possible Permanent Location of Dumpster in City Park (requested by Council member Major)
4. Review of Circulation Element of General Plan and Possible Review of Public Facilities Element, Including Water, Sewer and Storm Drainage, Parks and Public Buildings, Housing Element, Economic Development Element and Implementation.
5. Other business, at the discretion of the Chairman, as may be properly brought before the Commission.

PLEASE NOTE: Public comments are invited for the public hearing portions of this meeting. Those attending who wish to speak must first identify themselves and limit their comments to five minutes. Those who wish to submit written comments must deliver said comments to the town clerk no later than 4:30 p.m. on the date of the Commission meeting. Written comments will become part of the written record. Public hearings will be conducted according to Robert's Rules of Order.

I hereby certify that this notice has been posted in three (3) public places and on the Utah Public Notice Website.

Attested by Susan Moses, Secretary

In compliance with the Americans Disabilities Act, individuals needing special accommodations during this hearing should notify Susan Moses, Secretary (435) 783-6236 at least three days prior to the hearing.

FRANCIS CITY Planning Commission Meeting

Monday, November 21, 2011

Recreational Building 2319 South Spring Hollow Road Francis, UT

The Francis City Planning Commission convened in regular session Monday, November 21, 2011 In the Francis City Recreation Building.

PRESENT:

Chair: Peter Swisher
Co-Chair: Julie Keyes
Commissioner: Bryan Betournay
Commissioner: Brain Purvis
Commissioner: Dorothy Sullivan

City Planner: Alison Weyher
Secretary: Susan Moses

NOT PRESENT:

Commissioner: Kristie Bair
Commissioner: John Barclay

OPENING

Peter Swisher called the meeting to order at 7:10pm.

Approval of minutes from October 24, 2011 meeting

Julie Keyes motioned to approve the minutes from the October 24, 2011 meeting. Dorothy Sullivan seconded the motion. Motion passed unanimously.

Discussion of Possible Permanent Location of Dumpster in City Park (requested by Council member Major)

Alison Weyher stated that at the last City Council meeting Council member Major informed the Council that she had been getting bids on putting a fence around the dumpster. The Francis Town Development Code requires that dumpsters be screened by appropriate fencing. Council member added the dumpster also needs to be on a concrete pad. It was discussed that the Planning Commission never weighed in on where the dumpster should be located. Weyher

stated the general tenor was that it is winter and we can't pour a concrete slab in the winter, therefore we may have to be in violation of the code until spring. The Mayor asked that the Planning Commission look at option for locating the dumpster. (dumpster is located north of recreation building in the dirt) Weyher stated she has been talking with Luke Thomas and they have talked about locations for the dumpster and solutions. It has been talked about the permanent location be by the Public Works Building and one thing we considered is getting some large rolling trash cans that we could put outside the recreation building. Weyher stated the dumpster was at its current location because when we rent out this building we make them haul their trash to the dumpster, so the closer the dumpster is the more likely they are to throw their trash away.

Julie Keyes opinioned until we decide what we are going to do about the office building doing a permanent enclosure is premature. Peter Swisher agreed.

Bryan Betournay asked if there would be an additional fee if we added regular garbage cans to roll out to the road to be emptied.

Peter Swisher stated we do not have enough information at this time to make a good decision.

Alison Weyher will convey that back to the Council.

Review of Circulation Elements of General Plan and Possible Review of Public Facilities Element, Including Water, Sewer and Storm Drainage, Parks and Public Buildings, Housing Element, Economic Development Element and Implementation.

Alison Weyher explained she has taken out some of the language in this section to make it shorter and in keeping with what we have done in the past. Crossed out items are unnecessary and added comments are in italics. Weyher explained changes she had made. (see attachment)

The Planning Commission recommended the changes Alison Weyher had made along with additional changes as follows:

1. Change Town to City throughout the General Plan
2. Goal of the Circulation Plan Are:
 - a. Policy 5 - Take out
 - b. Policy 7 – Take out (policy 8 conveys the same message)
 - c. Policy 11 – change to read “ Provide for safe and convenient alternate movement”
 - d. Policy 13 – take out
 - e. Policy 19 move to # 5
 1. Change “needed improvements should be the responsibility of the developer” to “needed improvements are the responsibility of the developer”
 - f. Policy 21 – change to read “Traffic lights should be installed to maximize the flow of traffic, while minimizing risk.”

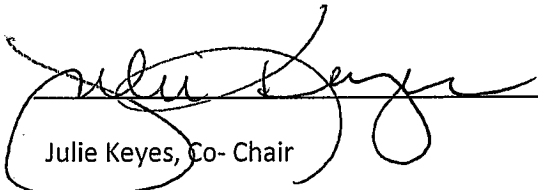
3. Housing Elements:
 - a. Alison Weyher will update statistics
4. Public Facilities Elements
 - a. Policy 17 – take out
5. Sewage:
 - a. First paragraph, line four take out “The facility processes close to 80,000 gallons per day.”
6. Parks and Schools Plan Guidelines:
 - a. Guideline 9 take out

Alison Weyher will draft the changes made. Then Planning Commission will hold a Public Hearing after the final review.

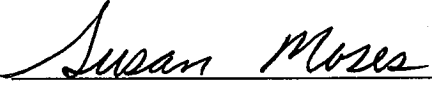
Adjourn

Julie Keyes motioned to adjourn. Brian Purvis seconded the motion. Motion passed. Adjourned at 7:55 p.m.

These minutes were approved as presented. Approved as amended at the meeting held on January 23, 2012



Julie Keyes, Co- Chair



Susan Moses, Secretary

CIRCULATION ELEMENT

The Circulation Element of the Francis General Plan is designed to provide for the safe and efficient movement of people and goods in the Town. Included in the Circulation Element are the streets and trails in the Town.

Circulation policies impact both land use and transportation planning. ~~Changes in one element, either the land use or circulation element, will undoubtedly create changes in the other element.~~ Close Careful consideration should be given to the effect ~~that a~~ of changes may lead to in either element and any studies required to make a change should address both elements.

The Town follows the 3-C (i.e. comprehensive, cooperative or coordinated, and continuing) land use and circulation planning process to ensure that plans and capital improvement programs accurately reflect the needs of the Town.

Introduction

In order to meet the mobility needs of future residents, employees and visitors, Francis Town must maintain, improve, and expand the existing transportation system. ~~Movement in Francis Town~~ Transportation should be a balance between the movement of goods and people with automobiles, pedestrian facilities, bicycles and other non-motorized means, while being sensitive to the built and natural environment.

All future ~~expansions~~ growth must be planned and designed to be within the fiscal capacity of the Town. ~~These expansions~~ This growth must also maintain enough flexibility to evolve as needs and technology change. The location and design of any new ~~facility~~ corridor should be integrated into the surrounding neighborhood and the community, protecting the character of the Town. ~~New transportation facilities should be designed to provide maximum durability and minimize maintenance costs.~~

As new transportation ~~facilities~~ corridors are planned or constructed within Francis Town they will be reviewed for compatibility with the following key issues. In addition to addressing these issues, all new ~~transportation facilities~~ streets and trails must satisfy the requirements found in the Subdivision Ordinance, Zoning Ordinance, Standards Document, and all other relevant laws and standards of Francis Town.

Appropriate transportation ~~facilities~~ corridors should service development patterns. Retail and commercial areas should be convenient not only for automobiles, bicycles and pedestrians, but should also include design for ample off-street parking and unloading zones. Residential areas should have facilities designed with safety as the key concern rather than cost. Parks and other recreational areas should be well served by trails and other pedestrian modes of transportation along with automobiles and transit service.

In-fill development facilities should be constructed in a manner which strikes an appropriate balance between existing transportation ~~facilities~~ routes and those planned for future use. Generally, new facilities should enhance and improve the existing system and not add to any existing deficiency in the current transportation system.

Integration Into Neighborhoods

New ~~transportation facilities~~ *streets and pedestrian walkways* should be designed to improve the mobility and circulation in existing neighborhoods. Smooth transitions, functional intersections, and safety will be given special consideration. All facilities should be completed in compatibility with the Master Street Plan and with future development patterns in mind so that development intended to use the same facilities will adequately handle the increased demand when approved.

Protection of Natural Environment

While construction of any transportation facility will inevitably impact the adjacent natural environment, it is a goal of Francis Town to minimize these impacts. Noise, air pollution, cuts and fills, and run off of oils and other pollutants are all concerns related to protection of the natural environment.

Appropriate speed limits, vegetation and berms, enforcement of local, state and federal vehicular noise reduction methods, and appropriate facilities in heavy traffic areas for large trucks *may be required* to reduce noise impacts.

Enforcement of local, state and federal air quality methods including emissions testing, reducing vehicular trips, and promoting non-motorized means of travel and mass transit will aid in the reduction of air pollution.

Cuts and fills should be minimized to the extent possible without jeopardizing safety of the road or trail. All cuts and fills should be properly mitigated through the use of vegetation, retaining walls, decorative rip-rap, or other appropriate methods.

Drainage facilities should be designed on all new facilities which serve to filter out oils and other pollutants prior to their deposit into any water course. Sumps, grease traps and other means of cleaning run off pollutants ~~should~~ *will* be included in all projects.

In addition to the concerns listed above, it is a goal of Francis Town to enhance the environment adjacent to facilities with an abundance of landscaping while limiting signs and other unnatural objects. ~~Additionally, all transportation facilities should be kept in good repair.~~

Safety

Streets and pedestrian walkways should enhance safety in the community. ~~Circulation, simplicity, and maintenance should be addressed with safety in mind.~~ The circulation system should provide each neighborhood with adequate access to police, fire and medical services. The transportation system should be designed so that visitors and other users unfamiliar with the Town can easily find their desired locations. *Streetlights should be installed at all major intersections.* All new and existing facilities should be properly maintained to minimize the possibility of accidents and injuries. Pedestrian facilities should be properly *lit* ~~lighted~~ ~~to reduce the possibility of personal crimes~~, but without creating sources of unnecessary light pollution. Finally, proper signing should be placed throughout the community to control traffic and guide users.

Planning and Priority of Facilities

All major construction and maintenance of ~~transportation facilities~~ streets and trails should be included in the Capital Facilities Program of Francis Town and planned to increase the effectiveness of each transportation dollar. This Element and the Master Street Plan should be regularly updated to reflect current development patterns, changes in transportation needs, and projected funding levels.

If the Town is required to prioritize transportation facility projects, the criteria should include safety, number of citizens that will receive benefit, and linkages between facilities.

Maintenance Responsibilities

Some of the streets in Francis Town are under the jurisdiction of other public entities such as the State of Utah *or Summit County*. It is a goal of the Town to enforce agreements for the ongoing maintenance of these facilities.

Transportation Corridors and Circulation

Important to the success of the Francis Town ~~transportation~~ circulation system is the need for an effective and complete hierarchy of roadways with transportation corridors and nodes which reflect access management strategies and alternatives to corridor access.

Road, Street and Non-Motorized Facility Classification

Each road, street and non-motorized facility in the community has been classified according to its intended use and capacity. Each of the following classifications represents a different type of roadway, street, or non-motorized facility and a short description of typical characteristics. The classifications represent a local definition and description and are not intended to reflect any County, State or Federal definitions. Developments should indicate all transportation facilities on Final Plats and assign each facility a proper classification for review purposes.

Arterial

An arterial is a major roadway or street which serves the transportation needs not only of residents of Francis Town, but also for travelers moving through the community and on to other destinations. Access should be ~~strictly~~ limited on arterial facilities in order to preserve the best possible traffic flow and safety. Subdivision lots should internally drain onto other collector roads before emptying onto an arterial and should not be designed to allow residents to back onto an arterial road from private driveways. Likewise, commercial projects should work together to minimize access to arterial facilities. Parking should be adequate and shared parking among different businesses is encouraged. ~~and ample to avoid overcrowding,~~ and Loading and unloading areas should not take place directly on the arterial road.

Because these facilities are designed for traffic with higher speeds, pedestrian facilities such as sidewalks, trails and paths should be separated from the traffic flow through the use of planter strips, detached sidewalks and/or landscaping.

Major Collector

A major collector is a major roadway or street which typically serves the transportation needs of all the residents of Francis Town. Access should be limited where possible on major collector facilities in order to preserve traffic flow and promote safety. Subdivision lots should internally drain onto minor collector roads before merging with major collectors. Private driveways should be avoided on major collectors, and where needed special design features such as shared, circular or hammerhead driveways should be considered. Commercial projects located on major collectors should be planned to provide adequate parking, loading and unloading areas along with consideration of safety.

Because these facilities are generally designed for traffic with higher speeds, pedestrian facilities such as sidewalks, trails and paths should be separated from the traffic flow through the use of planter strips, detached sidewalks and/or landscaping.

Minor Collector

A minor collector is the backbone of a local street pattern. Each subdivision should be designed with a minor collector which drains traffic from the subdivision and places it onto a major collector or arterial. Although minor collectors are meant to service mainly residential development, they also serve to provide transportation to residential support uses such as

parks, churches and schools. Access is not limited on minor collectors but traffic flow and safety are important considerations.

Pedestrian access is an important part of the minor collector system. All pedestrian facilities should be designed to be appropriate with regard to the minor collector road. The facilities should link to other sidewalks, trails or paths to make all services in the community accessible to pedestrians.

Local Street

A local street is a street which typically serves local residents. The facility is designed for slow traffic and safety is the key concern. These roads should be designed to discourage through traffic with the use of traffic signs or other appropriate means.

PEDESTRIAN ACCESS

Pedestrian access is a critical part of the local circulation system. Pedestrian facilities should blend into the system and be a key part of the transportation review of a proposed subdivision. Walkable access to schools and churches is highly desirable. Pedestrian access should link to other sidewalks, trails or paths to make all services in the community accessible.

All new developments must address pedestrian needs. The pedestrian facilities in each development will be installed, by the developer, in a manner agreeable to the Planning Commission and Town Council and compatible with the surrounding pedestrian system. Safety of pedestrians shall always be the primary concern of the Town in approving pedestrian facilities in a new development.

Bicycle Routes

A separate lane for bicycles may be added to roads either by widening the road or marking off a portion of an existing travel lane. In some locations, it may be preferable to construct a

paved path designed specifically for cyclists. Care must be taken to promote bicycle safety whenever possible

Trail or Path, Motorized *Do we need this section???*

A motorized trail or path is a facility designed for motorized vehicles other than typical automobiles and trucks. Usually recreational in nature, a motorized trail or path will vary in size and materials on a case by case basis. Because these facilities are meant for motorized vehicles, their location in relation to residential uses should be considered.

Trail or Path, Non-Motorized

A ~~non-motorized~~ trail or path is a facility designed for use by pedestrians, bicyclists, horses and other non-motorized modes of transportation. ~~Usually these facilities are a part of a Town wide non-motorized transportation system. The system is designed to provide non-motorized access to all areas of the community and linkages to local and regional, state and national non-motorized facilities. Each facility may be different and should~~ Trails or paths must be incorporated into all new subdivision designs.

A detailed description of the location and construction standards for ~~non-motorized~~ trail facilities in Francis Town are found in the Non-Motorized Trails Master Plan. Funding for the non-motorized trails system will be a combination of development exactions, impact fees, capital expenditures by the Town, and any grants which the Town may receive.

FUNCTIONAL CLASS

Each road in the Town is assigned a functional class. The following chart represents a list of the current transportation facilities in Francis Town along with the functional class and the adopted minimum level of service.

Name of Facility	Functional Class	Adopted Level of Service ¹
State Road 32	Arterial	B or Better

State Road 35	Arterial	B or Better
Foothill Road	Minor Collector	B or Better
Hill Top Road /Hallam Road	Minor Collector	B or Better
1000 East	Minor Collector	B or Better
Spring Hollow Road	Minor Collector	B or Better
Gines Lane	Minor Collector	B or Better
All Other Facilities	Local Street	B

¹See Table 2, page 3.10 for explanation of Level of Service

RIGHT-OF WAY PROTECTION AND ACQUISITION

Francis Town is a growing community surrounded by undeveloped land. As the community continues to expand, new transportation facilities will need to be constructed in order to maintain an efficient and effective ~~motorized and non-motorized~~ transportation system. Development approval without considering long term effects will prove costly to the community. The Master Street Plan should be reviewed prior to any development approval, including issuance of a Building Permit.

The Master Street Plan should also identify future transportation corridors and determine the functional class of each facility. The Town can then effectively plan for the preservation or acquisition of critical transportation corridors. Once identified, the Town can use a number of methods for the future financing and construction of the facilities including exactions, impact fees, capital improvements programming, and cooperation with other appropriate government entities such as the Utah Department of Transportation and Summit County.

ROADWAY, STREET AND NON-MOTORIZED NETWORK

Each roadway, street and non-motorized transportation facility functions as a part of a larger network designed to create a logical and safe pattern for moving goods and people through the community. Each segment, or facility, in the network is highly dependent on many other segments. For this reason, it is important to review each development proposal and facility proposal from a larger point of view. As each new facility is planned or constructed, the

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Town should consider how the facility will affect the transportation and circulation system as a whole. If the proposed new facility will have a negative impact on the system as a whole, the applicant will be required to address the impact by upgrading existing facilities to meet new demand.

LEVELS OF SERVICE

In order to determine when a transportation facility has reached its intended capacity and should be expanded or a new facility should be constructed, the Town has adopted a level of service for the functional class of each facility in the community. The following chart describes these levels of service.

Table 2

Levels of Service Descriptions

Level of Service	Traffic Flow	Service Description
A	Free Flow	Posted speeds attainable with very little or no interference between vehicles.
B	Stable Flow	Posted speeds attainable with minor amounts of delay and interference. Smooth traffic flow.
C	Less Stable Flow	Posted speeds attainable with periods of delay during peak hours. Congested flow during peak periods of traffic.
D	Approaching Unstable Flow	Posted speeds not attainable during peak periods of traffic. Significant congestion during peak periods of traffic.
E	Unstable Flow	Posted speeds not attainable during peak periods of traffic. Intersection failure and heavy congestions in peak periods.
F	Forced Flow	Heavy congestion even during non peak periods of traffic. Intersection failure most of the time.

Table 3 represents adopted levels of service for each transportation functional class in Francis Town. When a facility reaches the level of service, it is an indication that the facility should be improved or expanded, or a new facility should be constructed which will alleviate pressure on the facility.

Table 3

Francis Town Transportation Acceptable Adopted Levels of Service

Facility Functional Class	Adopted Acceptable Level of Service
Local Street	Level of Service A and B
Minor Collector	Level of Service A through C
Major Collector	Level of Service A through C
Arterial	Level of Service A through D

Regionally Significant Facility	Level of Service A through D
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In the instance that a facility exceeds the adopted level of service, a detailed analysis must be completed to determine a proper solution. In some cases additional traffic lanes may be necessary. In other instances addition of a two way left turn lane, right hand turn lane, re-striping or other design features may adequately bring the facility back into compliance with the adopted level of service.

When a facility owned and maintained by another entity (i.e. UDOT) fails to meet the adopted level of service, Francis Town will contact the appropriate entity in order to explain why the facility fails to meet the adopted standard and the negative impact it will have on the transportation system.

CIRCULATION PLAN GUIDELINES

The primary purpose of the circulation plan is to balance future demands generated by the Land Use Element with future roadway improvements, thereby developing a long-range circulation system plan which would efficiently support future land development.

The recommendations included in this study represent street capital improvements that could ultimately be needed if Francis's entire planning area is fully developed according to the Land Use Plan. It is important to emphasize that the results do not necessarily suggest needs in the next five, ten, or even twenty years. Also, inherent in a long-range projection is the potential for variation due to unforeseen economic, political, social, and technological changes.

Appropriate use of Francis' long-range circulation plan should be to:

1. Secure right-of-way prior to or concurrent with land development and/or annexation.
2. Determine if outlying potential development could degrade existing streets, and consider actions to limit or concentrate future land-use densities, if required.
3. Anticipate long-range financial demands and search for additional methods of street improvement funding.

6. Verify that a comprehensive transportation process has been completed as is often required when applying for federal or state transportation funds.

Thus, recommendations of the long-range circulation plan should be noted, but actual improvements would be tied to future growth.

GOAL OF THE CIRCULATION PLAN ARE:

Goal 1 To have a balanced circulation system which provides for safe and efficient movement of vehicles and pedestrians, which reinforces surrounding land development patterns, and enhances regional circulation facilities.

Policy 1 Coordinate land-use and circulation planning to maximize the land development opportunities created by major transportation routes within and around Francis.

Policy 2 Protect arterial streets from encroachment resulting from improper access to adjacent land-uses.

Policy 3 Design an adequate thoroughfare system within future growth areas and designate sufficient rights-of-way prior to land development or through the plan approval process.

Policy 4 Ensure adequate access to and circulation around commercial and industrial areas, public facilities, and other activity centers.

Policy 5 *take out* ~~Minimize localized traffic congestion and operational problems.~~
~~- do we need this? Should we say design roads and subdivisions to minimize traffic congestion See Policy 19~~

Policy 6 Ensure that all roadways in the community have properly designed surfaces and drainage facilities.

- Policy 7 Improve the overall design and appearance of roadways within the community. – *do we need this? Does policy 8 convey the same message?*
- Policy 8 Ensure that circulation facilities are designed and developed in harmony with the natural environment and adjacent land uses.
- Policy 9 Minimize non-local and commercial traffic within residential neighborhoods.
- Policy 10 Ensure the provision of adequate off-street parking facilities for all land uses.
- Policy 11 Provide for safe and convenient ~~bicycle and pedestrian~~ ^{alternate} movement.
- Policy 12 Cooperate appropriately with other public and private agencies in the provision of convenient public transportation services within Francis, and between Francis and other nearby destinations.
- Policy 13 ~~Ensure that decisions regarding future land development and roadway construction are closely coordinated and mutually supportive.~~ *- Is this redundant?*
- Policy 14 Ensure that the Town retains ~~overall~~ control over the design and location of the major street system within ~~future growth areas~~ the Annexation Declaration Area.
- Policy 15 Provide for the safe and efficient movement of trucks and service vehicles within the community in a manner that does not adversely affect nearby land-uses, including but not limited to weight restrictions and signage.
- Policy 16 Pedestrian signals shall be provided only at vehicular signal locations. Crosswalks will be restricted to intersections. *Is this a good idea? leave in*

- Policy 17 Street lighting shall be consistent with the intensity of adjacent land uses, aesthetics, and the need for public safety.
- Policy 18 ~~Streets in developing areas should provide for the free flow of traffic when the construction is complete.~~
- Policy 19 *\ move to #5* Existing streets should be upgraded to minimize congestion. Where congestion can be attributed to new construction or expanded uses, needed improvements ~~should~~ *are* be the responsibility of the developer.
- Policy 20 Street classification should be determined by projected traffic volumes, desired operation speeds, projected traffic types, projected construction phasing , and location.
- Policy 21 ~~Intersections should be located at intervals which maximize street capacities, and provide necessary access. Warranted Traffic signals should be installed as needed.~~
- Policy 22 Policies concerning parking facilities are included in the Town's Zoning Ordinance.
- Policy 23 ~~Francis follows the Mountainland Association of Governments Transportation Planning Policy.~~
- Policy 24 Private development participates in major street system improvements through street impact fees, dedication of land, and construction of facilities.
- Policy 25 New streets need not be organized to follow the existing grid system, but may use traffic calming designs while still providing for adequate access and traffic flow.
- Policy 26 Existing Livestock trails should be maintained wherever feasible.

- Policy 27 ~~A recreational path should be developed along the Provo River Users Canal.~~ *Not our jurisdiction*
- Policy 28 Adoption of a Master Streets Plan which provides guidance for dedications of right-of-way when annexation or development is proposed.
- Policy 29 Street design and construction standards should be updated regularly.
- Policy 30 Subdivisions which access collector roads should be required to construct deceleration and acceleration lanes.

Circulation Map

HOUSING ELEMENT

Francis Town must provide a variety of housing types to meet the needs of its diverse population. The range should include preservation of existing farm and ranch dwellings, allowing for homes on equestrian facilities, various options for single family housing in a variety of price ranges and lot sizes, as well as multi-family housing. To a large degree the Zoning Ordinance will dictate the lot sizes and optimal locations for types of housing, however the Town should take great care to insure that the total variety allowed by the General Plan are included.

While policies and goals for the Housing Element are contained within the Land Use Element of the General Plan, the following policies must also be considered.

- Policy 1 Provide for a wide variety of housing options for residents of Francis Town.
- Policy 2 Insure that housing stock is maintained in a safe and pleasing manner.
- Policy 3 Insure that housing densities are located in appropriate areas, so that multifamily housing is adjacent to major roads, while farm and equestrian housing are located on the outskirts of the Town.
- Policy 4 Insure buffers between homes and non-residential uses are maintained.

MODERATE INCOME HOUSING ELEMENT

STATISTICS TO BE UPDATED!!!!

In 1996, the Utah State Legislature adopted 10-9-307 of the Utah Code dealing with Plans for Moderate Income Housing. This section of the code requires that every municipality adopt a plan for moderate income housing within the community. The plan must address the following five issues: 1) an estimate of the existing supply of moderate income housing located within the municipality; 2) an estimate of the need for moderate income housing in the municipality for the next five years as revised annually; 3) a survey of total residential zoning; 4) an evaluation of how existing zoning densities affect opportunities for moderate

income housing; and 5) a description of the municipality's program to encourage an adequate supply of moderate income housing.

Moderate income housing as defined by the Utah State Code 10-9-307 (2) (a) is: A...housing occupied or reserved for occupancy by households with a gross household income equal to or less than 80% of the median gross income of the metropolitan statistical area for households of the same size.

The 2007 moderate income level for Summit County for a family of four is \$60,000. The Summit County moderate income level is recommended by the State to be used by Francis in determining whether or not housing is affordable. However, using the Summit County income figures skews actual income levels in Francis toward higher household incomes, due to the affluence of residents of Park City. To have a more realistic picture of income levels Francis Town officials chose to use income data from the Town-wide survey administered as part of this General Plan in 1999. Data from the Low and Moderate Income (LMI) Survey conducted by the Town in 1999 produced results that suggest 70.9% of the population in the community were at or below the moderate income levels for their family size. The moderate income level based on the best available data from the Town-wide survey was \$43, 750 for a family of four based on the 1999 figures. Francis Town is preparing to conduct a new population survey in 2008, and the figures will be updated at that point.

Estimate of Existing Supply

According to the Utah State Affordable Housing Model, Francis currently has a one unit deficit for households making 80% of the Metropolitan Statistical Area Median Income (MSAMI). Also according to the model the City has a deficit of two units for those making 50% of the MSAMI, while the City has a deficit of 18 units for those making 30% of the MSAMI.

Estimate of the Need for Moderate Income Housing in Francis for the Next Five Years

STATISTICS TO BE UPDATED!!!!

The majority of the need for moderate income housing within Francis will be to house existing residents and more particularly their children as they grow up and move out of their parent's home.

According to the Utah State Affordable Housing Model, population growth in Francis between 2000 and 2004 created a demand for 7 units available to moderate income families (i.e. 80% MSAMI). The demand at the 50% MSAMI level was -2 units and -3 units were needed for those making 30% of the MSAMI.

Based on the model, Francis has a deficit of affordable housing for moderate income families. The net need, current supply plus future demand, for moderate income families is a need of eight units or two units a year for the next five years. The net need for those in the 50% category is three units or one unit per year for the next five years, while those in the 30% group need a net unit total of 21 units or four units a year for the next five years.

Options for Meeting the Affordable Housing Needs

The Francis Town Planning Commission and Council hold the keys to providing housing opportunities for persons of moderate income through zoning regulations.. By zoning land appropriately for higher densities, working cooperatively with State and County Agencies and/or by providing incentives to private developers Francis Town can assure affordable housing to its citizenry. To this end, the General Plan and Development Code have been modified to include ~~Residential Multi-Family Zoning~~, smaller lots to allow for affordable housing, ~~and~~ a provision in the Code for condominiums *and allowing multi-family housing as a conditional use throughout the Town.*

Francis Program to Encourage Moderate Income Housing

In addition to ~~adding Zoning Districts for~~ *allowing -multifamily housing as a conditional use* and smaller lots for affordable housing, The Francis Town ~~Planning Commission~~ *Development Code* ~~is exploring the possibility of~~ requires that all developments with more than 30 units include deed restrictions on 10% of the units to insure that they are and will remain affordable to 80% of the median income. In addition, Francis will encourage developers to work with organizations such as Mountainlands Community Housing to manage these units.

Other methods for achieving moderate income housing goals that have been adopted include allowing for accessory apartments as a conditional use in residential zones. Accessory apartments must be owned by the occupants of the main dwelling and may not be larger in size than the main dwelling.

The Town shall investigate the possibility of developing property for the purpose of multi-family housing when feasible in a specific location. All multi-family housing projects will require approval through the conditional use process.

PUBLIC FACILITIES ELEMENT

Public facilities represent the public's investment in the development of the complex, urban infrastructure that is necessary to support the physical operation of the Town. The Public Facilities Element is a plan for municipal utilities, public structures, properties, and measures required to meet the needs of the community. It is an important part of the General Plan, and must be reviewed and updated within the context of all other plan elements and against the broader context of changing economic, social, and political standards of the Town.

Francis's investments in public facilities are designed to respond to the identified needs of both the existing population and projected population growth.

~~The annual capital budget provides for financing the construction of immediate projects for the current fiscal year; the 5-Year Capital Improvements Plan sets priorities for establishing and financing projects during the five (5) succeeding fiscal years; and the Public Facilities Element of the General Plan presents a longer term, more comprehensive view that addresses the existing infrastructure of the community and addresses projected needs over the next 30-50 years.~~

The location, size, timing, and financing of major streets, water, sewer, and drainage systems, parks and playgrounds, police and fire stations, and libraries must be planned well in advance of their construction as a means of minimizing their cost, optimizing their usefulness, and maximizing their public benefits and private sector support.

~~Each year, the Mayor compiles a Capital Budget to be approved by the Town Council for incorporation in the Town's spending program for the coming fiscal year. Concurrently, the 5-Year Capital Improvements Plan (CIP) is reviewed and updated by dropping the prior fiscal year and adding a new fifth year. Each updated CIP incorporates the changes that have been determined as necessary to satisfy the most current capital investment needs of the community.~~

The interlinked features of the Public Facilities Element, Capital Improvements Plan, and Capital Budget provide a broad perspective of the existing and planned infrastructure of the community. This enables decision makers in the public and private sector to anticipate and prepare for future development.

The plans in this document are based upon standards and levels of service necessary to meet the needs of Francis's population as projected by the State of Utah, Governor's Office of Planning and Budget for year 2010. Projected locations of facilities shown in this Public Facilities Element are generalized rather than site specific. Future development plans will determine the final timing and location of facilities.

The goal for community facilities and services is:

7. Goal 1 Insure a system of community facilities which provides for the efficient and effective delivery of high quality public services to Francis residents and businesses.

Policy 1 Provide effective police protection within the Town.

Policy 2 Provide effective fire protection and emergency medical services within the Town.

Policy 3 Encourage the continued excellence of educational service within the Town.

Policy 4 Cooperate with the South Summit School District in the selection of appropriate sites for new school facilities.

- Policy 5 Encourage the provision of access to quality library services within the community.
- Policy 6 Ensure adequate public water supply and distribution systems to serve the needs of the Town.
- Policy 7 Ensure an adequate sanitary sewer system to serve the needs of the Town.
- Policy 8 Develop an adequate storm drain plan.
- Policy 9 Ensure that development provides for all of the required utilities to serve its needs.
- Policy 10 Maintain a high level of refuse collection services within the Town, encourage recycling as may be available and help stimulate recycling by using recycled supplies as much as possible.
- Policy 11 Provide and maintain adequate sites and facilities for all Town departments.
- Policy 12 Ensure that all public sites and buildings are attractive and well-maintained, and that corrective maintenance is undertaken as required.
- Policy 13 Promote special facilities and services oriented toward the needs and desires of special needs groups, like senior citizens, within the community.
- Policy 14 Seek new sources of revenue to be utilized in the continued provision of governmental services.
- Policy 15 Acquire and otherwise preserve sites for future community facilities within growth areas prior to new development.

Policy 16 Cooperate with nearby communities, other governmental agencies, and public and private agencies to improve and expand the range and quality of public services and facilities available to Francis residents.

Policy 17 ~~Seek funding sources for the construction of a secondary pressurized irrigation system, in order to use irrigation water more effectively as well as eliminate the need to use culinary water for household landscaping.~~

Policy 18 Ensure that park and road impact fees are regularly reviewed so that new development pays for itself for any new infrastructure that may be necessary.

Policy 19 Implement a Capital Improvement Plan.

Policy 20 Encourage new developments to provide playground areas within the subdivision of greater than 10 lots for the residents use through the use of bonus density or impact fee reduction.

Policy 21 Require new developments to provide sufficient easements for utilities.

Culinary Water Resources

Francis Town has three sources of culinary water. They as follows:

Woodland Spring (Wolf Creek)
Woodland Well
Francis Town Well

Culinary Water System Plan Guidelines

- Guideline 1 The Francis Municipal Water System provides for the safe and efficient delivery of water to the community.
- Guideline 2 The Town of Francis provides for and controls major production, storage, and distribution facilities within its water service area.
- Guideline 3 The Town of Francis encourages water conservation through demand reduction and water reuse programs.
- Guideline 4 Water and energy conservation measures should be incorporated in the planning, design, and operation of the system.
- Guideline 5 Private development participates in improvements to the major system through water development impact fees, construction of selected facilities, and the provision of additional resources.
- Guideline 6 Private development should provide all internal distribution facilities and water shares necessary to serve individual projects.
- Guideline 7 Development should be contingent upon available resources, infrastructure, and the transfer of wet water rights to the Town's source based upon the development's annual water demand.
- Guideline 8 ~~In general, water distribution facilities should not be extended into undeveloped areas unless assurances have been made for the development of a municipal sewer system to recapture effluent.~~
- Guideline 9 ~~Specific preliminary approval for each phase of a development proposal outside the Town's service area should be contingent upon the demonstration of an assured water supply.~~
- Guideline 10 All distribution systems within the Town service area and Town limits should be designed to be interconnected for emergency use and greater system reliability.

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Guideline 11 Private water improvements should be constructed to all applicable Town standards and specifications.

Guideline 12 The location and capacities of future reservoirs, water lines, and pumping stations should be guided by the Town's current Culinary Water Master Plan. ~~and other considerations, such as the disruption of the natural environment.~~

Guideline 13 Water pressure zones indicated on the Water Master Plan represent areas in the water distribution system where acceptable pressures can be maintained at different elevations of the system.

Culinary Water Map

Sewage

Francis is responsible for the treatment of sewage at a facility to the northwest of the Town in unincorporated Summit County. The majority of the community is served by a public sewer which was completed in 1984. The facility currently has a capacity of 93,000 gallons per day. ~~The facility processes close to 80,000 gallons per day.~~ Francis is currently in the process of ~~expanding the system and is exploring the possibility of converting to a mechanical system~~ developing a new capital facilities plan.

Sewer System Plan Guidelines

- Guideline 1 The Town of Francis provides for and controls the major sewer facilities for the Town and sewage is treated at a facility owned by the Town outside the incorporated boundary of Francis.
- Guideline 2 The municipal sewer system provides for the safe and efficient collection, treatment, reclamation, and reuse of wastewater generated within the community.
- Guideline 3 Private development participates in improvements to the major system through sewer development impact fees, construction of selected facilities, and by providing additional resources.
- Guideline 4 Private development provides all internal collection facilities necessary to serve individual projects.
- Guideline 5 Development projects ~~should~~ *must* connect to the municipal sewer system.
- Guideline 6 Private sewer system improvements, *when allowed*, shall be constructed to all applicable Town standards and specifications.
- Guideline 7 Existing septic systems within the Town boundary shall be required to convert to the Town sewer service, when sewer lines are extended to within 150 feet of property line.

Guideline 8 Developments which exceed a density of one home per 5 acres should be required to extend sanitary sewer system prior to development approval.

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SEWER MAP

STORM DRAINAGE/FLOOD CONTROL

STORM DRAINAGE/FLOOD CONTROL PLAN GUIDELINES

- Guideline 1 The Town of Francis should plan for and control future major storm drainage and flood control facilities within its boundaries.
- Guideline 2 ~~The plans for future municipal storm drainage and flood control system should provide for the safe and efficient collection of storm water generated within the community.~~
- Guideline 3 Private development participates in improvements to the major system through storm drainage and flood control development impact fees, construction of selected facilities, and by providing additional resources.
- Guideline 4 Private development provides all internal collection facilities necessary to serve individual projects.
- Guideline 5 Development projects should plan for a future storm drainage and flood control system.
- Guideline 6 To the extent possible, drainage from new development ~~should be less than the site's natural condition, and shall be contained on site.~~
- Guideline 7 Washes should be retained in their natural condition unless storm water management facilities have been designated. Washes may be used for open space, trails, and recreational facilities as long as the natural drainage properties are retained.
- Guideline 8 Private storm drainage system improvements should be constructed to all applicable Town standards and specifications.

TOWN BUILDINGS & PROPERTY

TOWN BUILDINGS PLAN GUIDELINES

- Guideline 1 Town service facilities should be provided to efficiently meet the administrative, public safety, maintenance, and cultural needs of the community.
- Guideline 2 The Town Hall should be the primary focus for community activities and Town administrative services.
- ~~Guideline 3 Private development participates in the development of Public facilities through Public capital facilities impact fees. *We only have Park Impact Fees*~~
- Guideline 4 Town facilities, especially those that citizens need to visit on a regular basis, should be grouped wherever possible.
- Guideline 5 The design of Town facilities should incorporate water and energy conservation measures and meet ADA accessibility requirements.

Electrical Service

The Town has received power from Rocky Mountain Power (Utah Power and Light) since the Town was incorporated.

ELECTRICAL SERVICE PLAN GUIDELINES

- Guideline 1 All of Francis Town is served by Rocky Mountain Power..
- Guideline 2 The visual impact of existing and proposed electrical transmission facilities should be minimized.
- Guideline 3 All new electrical distribution and service lines carrying less than 69 kV should be underground.
- Guideline 4 The Town of Francis encourages the under-grounding of all existing 69 kV and smaller electrical lines.

Guideline 5 Major electrical transmission lines should parallel existing transmission lines whenever feasible.

Guideline 6 The Town of Francis encourages open space *and trails* along transmission line corridors.

PARKS, RECREATION, AND TRAILS

Francis Town Parks comprise approximately 5 acres of developed park land. This developed area includes, lawn areas with sprinkling system improvements, baseball diamonds, pavilions and rodeo grounds.

The Town should plan for 1.57 acres of parks and trails for every 1000 residents.

The goal of planning for a park, trail, and open space system is to provide facilities available for all the varied cultural, recreational, and leisure oriented interests and pursuits of local residents, and that preserves the natural environment and enhances the unique rural and historical character and quality of Francis.

PARKS AND SCHOOLS PLAN GUIDELINES

Guideline 1 Parks should be provided to allow for a variety of recreational opportunities to meet the needs of all areas of the community. The shown planned park locations are generalized and will require additional study for final site determination. All parks may have some lighted facilities.

- Neighborhood Parks provide basic recreational opportunities which are easily accessible to local residents. These parks should be required to be constructed in developments of 10 lots or more.
- Community Parks concentrate a broad range of recreational activities for major portions of the Town. Community Parks should be located where they are accessible from relatively long distances.

Guideline 2 Parks should be located to enhance unique landmarks, including ~~historical sites and buildings,~~ and environmentally significant areas.

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Guideline 3 The Town of Francis is committed to quality education for all of its citizens. The Town should work with the South Summit School District to plan for and secure new school facilities that are within the Town limits.

School site selection should observe the following criteria:

Elementary Schools should be located along local streets so that they are accessible but exposed to low volumes of traffic. They should be within walking distance of as many students as possible, and they should be sited in conjunction with neighborhood parks whenever feasible.

- Middle Schools should be located along collector streets where they are accessible from relatively long distances.
- High Schools should be located close to arterial streets in areas that can accommodate the activities generated. Facilities that will create a great deal of traffic, noise, or light should be located away from residences. Light for sports facilities should be shielded to reduce neighborhood impacts and to maintain a dark night sky.

Guideline 4 Supplemental recreation opportunities are available at most school sites. Joint use of park, school, and library sites by the Town and school district should be encouraged.

Guideline 5 The character of parks and schools should reflect the unique features and lifestyles of the surrounding neighborhoods.

Guideline 6 Private development participates in park, and trail development through park impact fees, dedication of land, and construction of facilities.

Guideline 7 The method for determining basic park and school needs should be uniformly applied to all areas of the Town.

Guideline 8 Linear Parks/Trails/Paths should be maintained and expanded along streams, creeks, easements, and rights-of-way.

Guideline 9 ~~A Town-wide beautification program as a part of the overall Park and Open Space system should be initiated. Do we want to go here?~~

Guideline 10 Landscaping and forestry programs should be continued and expanded on public property and along roadways.

- ~~Guideline 11 An active municipal role in providing youth-oriented recreational programs and services should be maintained.~~
- Guideline 12 Convenient access to public park sites and recreational areas should be ensured.
- Guideline 13 Close cooperation between the Town, public and private schools, public agencies, community groups, volunteer organizations, business and industry should be continued in the provision of recreational services.
- ~~Guideline 14 Selected sites which have unique open space and scenic values should be the focus of public acquisition efforts.~~
- Guideline 15 Natural areas, flood plains, forested areas, meadows, wetlands, and other important environmental features should be preserved as open space resources.
- Guideline 16 A committee to promote park and trail facilities should be established.
- ~~Guideline 17 While land is available, land purchases should be provided for as soon as possible. Hub??~~

ECONOMIC ELEMENT

Economic development brings in new capital from outside the area into the community to improve the lifestyle of local citizens.

ECONOMIC NEEDS

~~Between 10 and 15 net new jobs need to be created within the Town of Francis each year to keep pace with the needs of the growing population. This calculation is based on a Town population of 950.~~

Commercial jobs, defined as retail, service and professional, are important for local citizens. Most current Francis residents travel to other communities to meet their commercial purchase needs and to work.

Francis needs to create *additional* commercial business and job opportunities, *while working to expand existing businesses. When appropriate, home based businesses should be encouraged to expand within the community.* ~~Doing so however, may create unfair competition with existing commercial businesses.~~

~~Jobs and business opportunities are limited within the Town and most residents must commute. Given the location and size of Francis, the service industry has the greatest potential for job development.~~

~~Return per acre for commercial developments average 2.4 times the return offered by manufacturing business. The higher returns however, come at some risk to existing commercial businesses, salaries are generally lower than manufacturing salaries and many of the jobs created are part-time.~~

Maximizing returns on commercial and manufacturing space should be a Town goal as businesses help ~~After all, this is the investment which the Town makes to earn returns which help to~~ keep taxes on residents as low as possible, while providing necessary Town and school services.

The Goal of the Economic Element is:

8. Goal 1 To promote and encourage commercial, industrial and other economic endeavors to strengthen and improve the Town's tax base and quality of life.

Policy 1 Coordinate closely with private, county, state and other economic development organizations.

Policy 2 Promote a positive environment for the growth and development of economic activities which will enhance the Town's quality of life.

~~Policy 3 Encourage the development of a package at sites which meet the five-way test and promote the sites through economic development channels. *What does this mean?*~~

Policy 4 Provide adequate infrastructure to support the anticipated needs of commercial, industrial and residential development.

ENVIRONMENTAL ELEMENT

Francis is located in the south east portion of Summit County approximately 45 minutes from Salt Lake City and Provo.

CLIMATE AND VEGETATION

The climate in Francis is semi-arid, characterized by higher summer temperatures, low humidity, wide temperature ranges, and low seasonal precipitation. The mean maximum high and low temperatures for January and July are shown in Table 1.

TABLE 1

Mean Maximum Temperatures
Francis, Utah

	January	July
High	35.3E F	84.5E F
Low	10.5E F	48.6E F
Diurnal Range	24.8E F	35.9E F

Source: Utah Climate, Utah State University

Days are generally sunny, except during periods of winter storms or afternoon thunderstorms in the summer. Since the area normally has very little cloud cover, the temperature falls rapidly at night, resulting in a high daily temperature range.

Precipitation is mostly orographic in origin and averages 18 inches per year. Precipitation occurs evenly throughout the year with a variance of about 3/4 of an inch between April, the wettest month (1.84") and June, the driest month (1.06").

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The high temperatures and high amount of solar radiation cause low humidity and high evapotranspiration rates

Natural Hazards

SOILS

Francis's efforts to minimize soil and geologic hazards to people and properties include:

1. Special review procedures and ordinances for building on hillsides or in other environmentally sensitive areas.
2. Requiring developers to identify and assess soils and geologic hazards prior to development.
3. Preparing construction guidelines for roads and other improvements on sensitive hillsides.
4. Regulations that limit development densities on lands that contain severe hazards or constraints.

Citizens can avoid soil and geologic hazards by selecting construction sites that have been carefully evaluated by professional geologists or engineers.

IMPLEMENTATION ELEMENT

It should be recognized that a general plan is never really finished. Rather, a general plan should become a repository for new and improved ideas which can be assimilated and made part of an on-going program. As better solutions to problems become known, or as changes and unforeseen conditions arise, corresponding changes should be made in the plans. However, what may appear to be a better solution to one problem, may lead to other changes. Changes should, therefore, be made in the Plan only after the total effects have been taken into account.

Implementation Measures Needed

The following are measures which should be taken to implement the General Plan:

1. Preparation and adoption of a revised Zoning Ordinance designed to implement the Land Use Element of the General Plan.
2. Preparation and adoption of revised subdivision regulations designed to implement the Circulation Element of the General Plan.
3. Preparation and adoption of policies covering extension to water and sewer lines and other public utilities as a means of encouraging development to take place in accordance with the Plan.
4. Preparation and adoption of a long-range Capital Improvement Program (CIP) showing public facilities listed according to priority of need and indicating the approximate amount and source of funds.
5. Adoption of impact fee ordinances to fund the improvements required by new development and growth.

GENERAL PLAN REVIEW

Francis Town's General Plan shall be reviewed every five (5) years or as determined by the Planning Commission or the Town Council.