

Francis City Planning Commission Meeting

Wednesday, September 28, 2011

7:00 pm

(Public Invited)

1. Call meeting to order.
2. Approval of Minutes from July 27, 2011 and August 24, 2011 meetings.
3. Planner Up-date
4. Roy Atkinson – lot line adjustment
5. Review of Residential Land Use
6. Mayor Snelgrove
7. Other business, at the discretion of the Chairman, as may be properly brought before the Commission.

Note: Agenda items may be taken out of order

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 City Treasurer 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 24 hours prior to the hearing.

FRANCIS CITY Planning Commission Meeting

Wednesday September 28, 2011

Recreational Building 2319 South Spring Hollow Road Francis, UT

The Francis City Planning Commission convened in regular session Wednesday, September 28, 2011 Wednesday, In the Francis City Recreation Building.

PRESENT:

Chair: Peter Swisher
Co-Chair: Julie Keyes
Commissioner: Kristie Bair
Commissioner: John Barclay
Commissioner: Brain Purvis
Commissioner: Dorothy Sullivan

City Planner: Alison Weyher
Secretary: Susan Moses

NOT PRESENT:

Commissioner: Bryan Betournay

Present:

Roy Atkinson, Mayor Snelgrove

OPENING

Peter Swisher called the meeting to order at 7:05pm.

1. Roy Atkinson – Lot Line Adjustment

Alison Weyher read the staff report. Brian Purvis asked if the only downside would be a smaller lot for future use. Alison Weyher answered yes.

Roy Atkinson passed out a map of the property and explained what he wanted to do. The piece outlined in blue where his shop is located would be the commercial property and the piece outlined in green would become part of his parcel FT 33-A and stay agricultural.

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Brian Purvis asked Mr. Atkinson if his intent is to sell the front portion and keep the back portion. Mr. Atkinson responded yes and stated he also owned parcel FT 33-A that is where his house is and the two pieces would join.

Alison Weyher commented based on the recorded plat from the County, Mr. Atkinson is proposing to draw a line indicated shown on the map and the front portion where the shop is located would still say FT 33-2, and the back portion would be combined with either FT 33-A or FT 33. Mr. Atkinson answered yes.

Alison Weyher stated the front portion would have to remain FT 33-2. And the back parcel would be combined with one of the other parcels, adding a new lot cannot be created.

Julie Keyes suggested the back portion be combined with FT 33A because Mr. Atkinson owns that piece and FT 33 belongs to the family trust.

Kristie Bair motioned to approve the lot-line adjustment, reconfiguring parcel FT 33-2 into a small .41 acre parcel and combining the back portion with parcel FT 33-A, with the understanding this does not change the zoning and both parcel will remain commercial zoned. Julie Keys seconded the motion. Motion passed unanimously.

Mayor Snelgrove

Mayor Snelgrove thanked the Planning Commission for their work and recognized the time and effort it takes to give recommendations to the Council and hopes they are getting positive feedback from the Council.

Mayor Snelgrove stated the Council and Planning Commission had a combined meeting earlier in the year and there was talk about replacing the office trailer with a newer trailer and during that discussion it was suggested that one of the considerations for a temporary office could be another bay added onto the Public Works building, so that in the future when we are able to do something permanent that bay could be put into use by Public Works. The Mayor asked the Planning Commission if they would be interested in discussing that as an option. Mayor Snelgrove stated Francis does not have water or sewer connected to the Public Works building and that will need to happen soon, so we are in State compliance. He added that this would open another possibility for the park restroom, as we already have water and sewer where the trailer sits. The Mayor noted that this is not the location in the master plan for the restrooms, but it might be a consideration. Stated we did receive a grant from Rocky Mountain Power for \$4,000 along with the \$20,000 from the RAP tax for the restrooms.

Alison Weyher commented that putting the restroom where the trailer is, only moves the restrooms about five feet west of the planned location. She added that the only concern with the new location would be that the Planning Commission wanted to open up that area where the trailer currently is and relocated the basketball court to that location, which would also make the children's play area more visible.

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Alison Weyher reminded the Planning Commission that in terms of adding an additional bay to the Public Works building we had contemplated that in the Master Plan and made the soccer field smaller to allow for it.

Alison Weyher stated we do not have this as an agenda item tonight, so if we want to talk about it some more we can schedule it in the future.

Alison Weyher suggested if we do add on another bay, we look at using one of the existing bays for the office, so you can drive straight and not around the side of the building.

Peter Swisher asked we are going to have to run water and sewer to the Public Works building either way. Mayor Snelgrove answered yes. Peter Swisher asked if the thought is that we could build this in such a way that once we do have a Town Hall, it gets reclaimed by Public Works. Mayor Snelgrove responded that is correct. Peter Swisher commented that sounds reasonable.

Mayor Snelgrove stated heating system in the Public Works building is adequate to take another bay, added it is floor heat.

Brian Purvis asked Mayor Snelgrove if he had investigated what the regulations are for office space sharing air circulation system with maintenance area. Mayor Snelgrove answered no but that will have to be done.

Alison Weyher commented we have received \$24,000 for restrooms and for the short term she will try to seek donations of money and donated materials for the existing trailer, so we can get new paint on the walls and new carpet, caulking for the windows and a few other cosmetic things.

Peter Swisher commented it sounds reasonable if we have the cash to do it. Added we should not throw more money into the trailer. But if we can get the upgrades for free that would be okay.

Mayor Snelgrove said he would look into seeing how much money we might have to spend to add an additional bay.

Peter Swisher summed up: a. short term spruce up the trailer for the winter, b. near term if feasible build another bay on the Public Works building, c. long term build Town Office. He suggested that what we need to do is a feasibility study based on the parks master plan.

Mayor Snelgrove added we need to look at the air circulation requirements.

Brian Purvis suggested we put it on our agenda.

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Kristie Bair asked if there was grant money. Alison Weyher answered they may be grant money; it is something she will look into.

Peter Swisher asked if we add another bay, would it basically be a third the size of the building. Mayor Snelgrove answered yes, but we could vary that size. Suggested we have Luke Thomas come to the Planning meeting so we can get his input on what the bay would be used for and the size needed.

Mayor Snelgrove thanked the Planning Commission and excused himself.

Planner Up-Dates

1. City Council approved a new City Recorder
2. Rocky Mountain Power donated \$4,000 for restrooms
3. Rocky Mountain Power approved attaching street light to their poles on SR-32
4. Signed agreement from Kit Burton to install street light at the intersection at Wild Willow Way and SR 32
5. Negotiating with Chad Mitchell to put streetlight at Till's Way and SR 32
6. River Bluffs – City Council is requiring River Bluffs to install a light at Hill Top Road and Scenic Heights, SR 32 and Scenic Heights now. When subdivision is 50% built out they are required to install a light at the park.

Approval of Minutes from July 27, 2011 and August 24, 2011

Brian Purvis motioned to approve minutes for July 27 and August 24, 2011. Kristie Bair seconded the motion. Motion passed unanimously.

Peter Swisher stated he had a request to move the meeting to a night other than Wednesdays.

Brian Purvis motioned to change the Planning Commission meeting to the fourth Monday of the month, starting October 24, 2012. John Barclay seconded the motion. Motioned passed unanimously.

Review of Residential Land Use

Alison Weyher handed out Land Use Element Draft with the changes and corrections made based on previous meetings. Alison stated it is still a draft and if there are any changes to be made let her know. Stated she has made a few changes, her comments are in italics or are crossed out. Alison Weyher read through handout.

Changes Planning Commission made:

1. First paragraph take out "such as places of worship, neighborhood parks, schools, home occupations, governmental buildings (except correctional facilities) ect. in residential areas.

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2. Second paragraph take out last sentence "This is also an area that does not lend itself easily to the distribution of public services such as sewer, water, and improved roads.
3. Goal 1 take out word "existing"
 - a. Policy 3 take out word "pleasing"
 - b. Policy 4 change "new residential" to "encroachment"
 - c. Policy 5 take out
4. Goal 2
 - a. Policy 2 take out

Adjourn

Julie Keyes motioned to adjourn. Kristie Bair seconded the motion. Motioned passed unanimously. Adjourned at 8:30 pm.

These minutes were X approved as presented. Approved as amended at the meeting held on October 24, 2011.

Peter Swisher, Chair

Staff Report

To: Francis Planning Commission
Report Date: September 28, 2011
Meeting Date: September 28, 2011
From: Alison Weyher
Title: Lot Line Adjustment

EXECUTIVE SUMMARY: In October, 2009 the Francis City Council passed an ordinance requiring Planning Commission approval of all lot line adjustments. Roy Atkinson has submitted a request to reconfigure property he owns on SR. 32. Atkinson and his family own several parcels of land at the southwest intersection of SR 32 and Lambert Lane as indicated on the attached plat map. In 2007, they recorded a lot line adjustment with Summit County reconfiguring some of these parcels. The parcels are in the Residential, Commercial and AG-1 (agricultural) zones. Mr. Atkinson would like to re-divide parcel FT-2042 in order to sell the welding shop at the front of the parcel, while retaining the rear portion.

A. Project Description

Parcel FT 2042 is a 1.14 acre parcel which currently contains the Atkinson Welding shop. The parcel is rectangular in shape, approximately 370 feet in depth and 135 feet wide. The front 330 feet adjoining SR 32 is zoned commercial, and the back is zoned AG-1. Mr. Atkinson is proposing to divide the parcel so that only the shop is in FT-2042, and the balance is in Parcel FT-33.

B. Identification and Analysis of Issues

1. The Development Code does not specify a minimum lot size for parcels in the C-1 Zone.
2. Combining the rear portion of FT-2042 with FT-33 does not change the zoning, which will remain C-1 for a depth of 330 feet. (see attached plat map)
3. Access to Parcel FT-33 was created on the prior lot line adjustment through a 60 foot wide strip between FT-34-A and FT-34-AB off Lambert Lane.
4. The applicant has met with Kenny Jacobsen of the Summit County Assessor's office in an attempt to have the taxes lowered on the parcel. Mr. Jacobsen agreed to reassess the parcel based on usage (commercial vs. residential – although there is no residential zoning associated with the parcel).

C. Community Review

No public hearing is required to approve a lot line adjustment.

D. Staff Recommendation

While staff is concerned that reducing the size of this parcel to .41 acres will not bode well for future redevelopment, staff is also mindful that the applicant has the right to reconfigure his land in accordance with Utah Code 10-9a-608. In addition, the applicant is not requesting, nor being given a re-zone, so the land will remain zoned C-1 commercial for a depth of 330 feet.

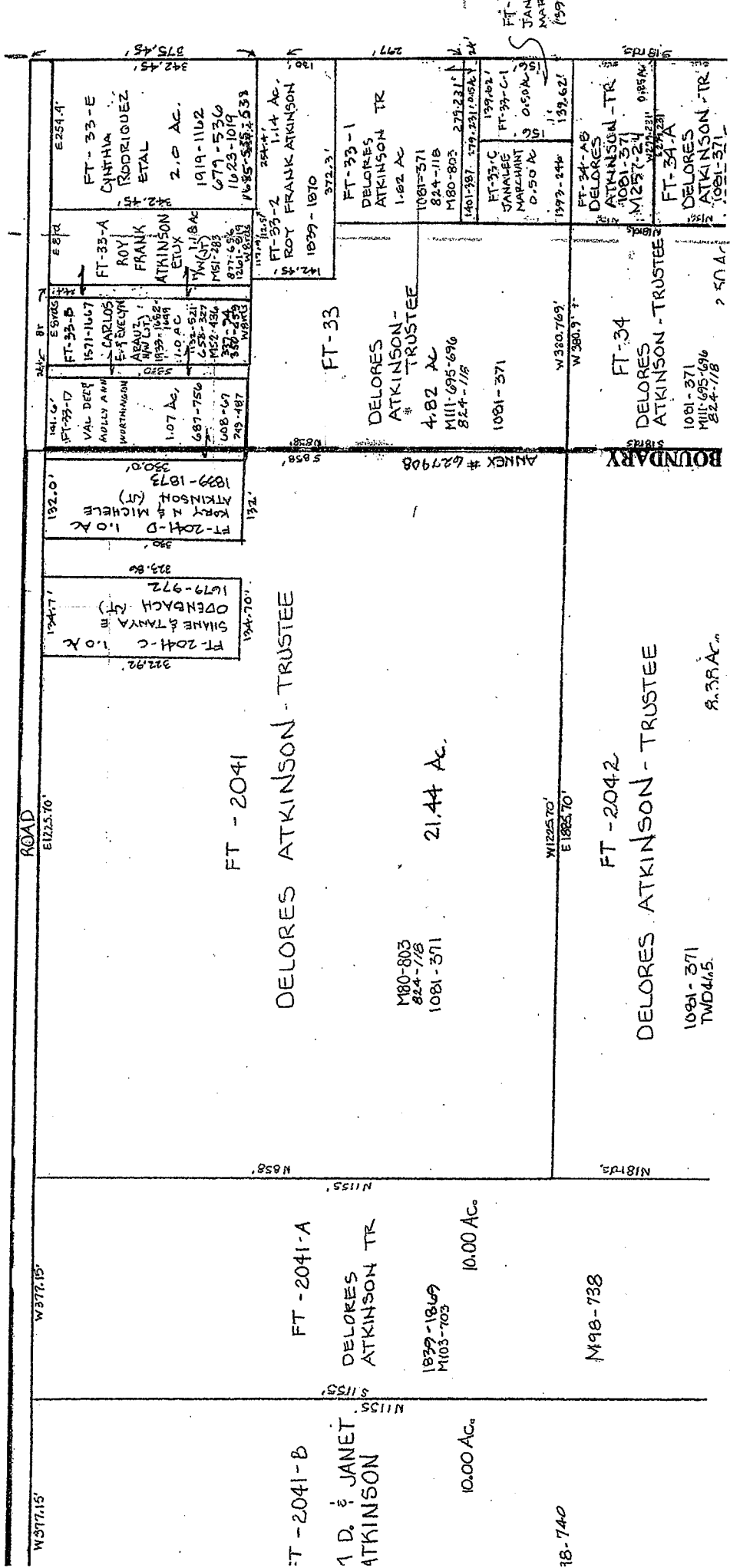
Attachments:

Plat map

Lot Line Adjustment 2007

SALT LAKE BASE & MERIDIAN
SCALE 1" = 200'

20



FT-
JAN
MAP
199

BOUNDARY

8.38 AC.

1091-371
TWD445.

M98-738

18-740

FT-2041-B
1 D. & JANET
ATKINSON

10.00 AC.

FT-2041-A

DELORES
ATKINSON TR

10.00 AC.

M99-1869
M103-703

M80-803
824-718
1081-371

21.44 AC.

DELORES
ATKINSON-
TRUSTEE

4.82 AC
M111-695-696
824-718

FT-33

DELORES
ATKINSON TR

1.02 AC

FT-33-1

1081-371
824-718
M80-803
1401-387-379-231-052-1-24

FT-2041

FT-2041-D 1.0 AC
KORY Z & MICHELE
ATKINSON (M)

FT-2041-C 1.0 AC
SHANE & TANYA M
OENBACH CT

FT-33-D
VAL DECF
WORTHINGTON

FT-33-C
VAL DECF
WORTHINGTON

FT-33-B
CARLOS
ARAUJO &
EVELYN
ARAUJO

FT-33-A
ROY
FRANK
ATKINSON

FT-33-E
CYNTHIA
RODRIGUEZ
&
ROY
FRANK
ATKINSON

W377.15'

W377.15'

ROAD
E1225.70'

132.0'

132.0'

342.45'

N1135'

N1155'

W1225.70'
E1885.70'

ANEX # 627908

W380.769'
W380.91'

W380.769'
W380.91'

W380.769'
W380.91'

N1875'

W1225.70'
E1885.70'

ANEX # 627908

W380.769'
W380.91'

W380.769'
W380.91'

W380.769'
W380.91'

1091-371
TWD445.

M98-738

W1225.70'
E1885.70'

ANEX # 627908

W380.769'
W380.91'

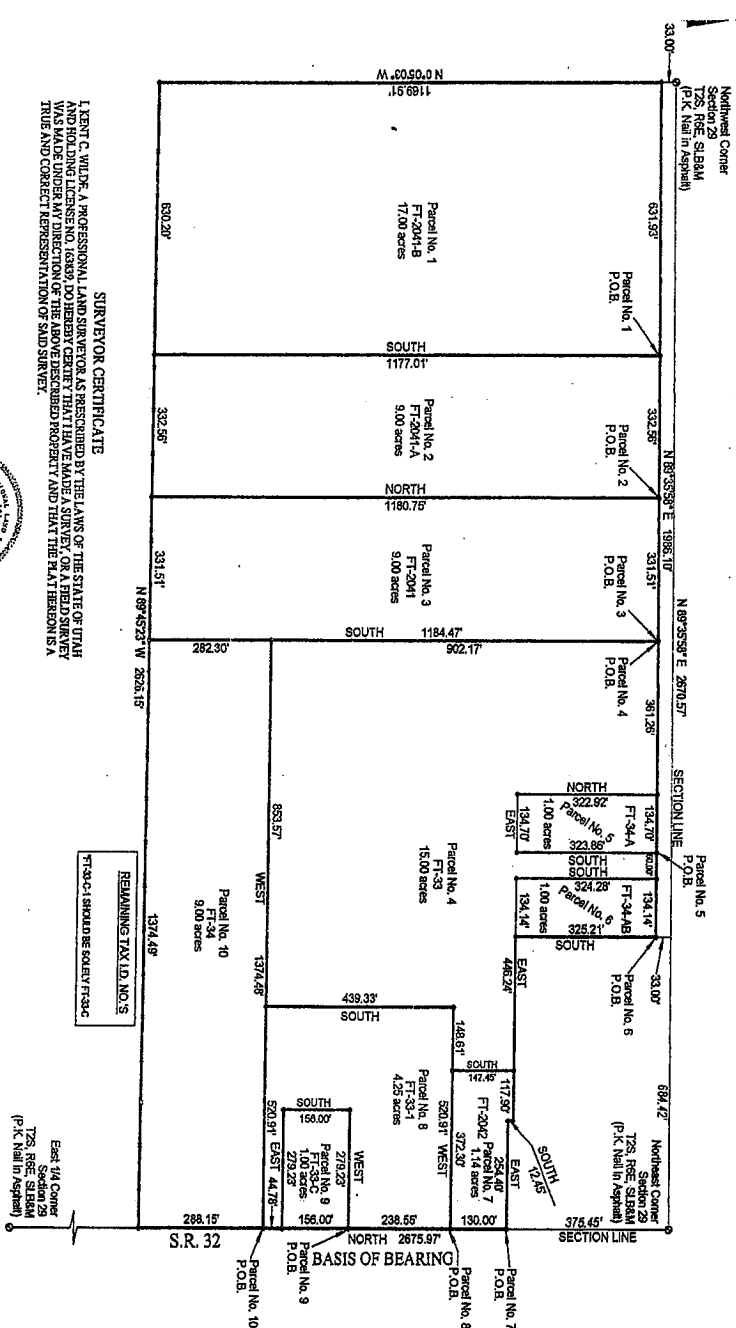
W380.769'
W380.91'

W380.769'
W380.91'

SCALE 1" = 200 FEET

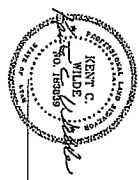
LOT LINE ADJUSTMENT

ATKINSON PROPERTY LOCATED IN FRANCIS UTAH
SECTION 29, T2S, R6E, S12&M
PARCELS FT-33, FT-33-1, FT-33-C, FT-33-C-1, FT-34, FT-34-A, FT-34-AB, FT-20A1,
FT-20A1-A, FT-20A1-B, FT-20A2,



SURVEYOR CERTIFICATE

I, JERRY C. WILDE, A PROFESSIONAL LAND SURVEYOR AS REQUIRED BY THE LAWS OF THE STATE OF UTAH AND HOLDING LICENSE NO. 2292, DO HEREBY CERTIFY THAT I HAVE MADE A SURVEY, OR A REDEVELOPMENT SURVEY UNDER THE DIRECTION OF THE ABOVE NAMED PROPERTY OWNER AND THAT THE PLAN HEREON IS A TRUE AND CORRECT REPRESENTATION OF SAID SURVEY.



APRIL 07, 2004

NARRATIVE

- The purpose of this survey is to arrange the lot parcels listed above to match the configurations shown on this map. This survey is being done as a lot line adjustment in order to preserve the lot of record held by the Abutments.
- The Basis of Bearing for this survey is North along the East line of the Northeast 1/4 of Section 29, T2S, R6E, S12&M.
- Quit-Chain deeds will be necessary to actually arrange the parcels. The parcels shown on this map, as a surveyor does not have the ability to convey of change record file.

PREPARED FOR:

ELAINE ATKINSON
FRANCIS, UTAH

PREPARED BY:

WILDE LAND SURVEYING, INC.
1290 S. HOYTYSVILLE ROAD
HOYTYSVILLE UT 84017
(435) 336-4210
ATKINSON ELAINE LOT LINE PGS 004

FILE NO: 5000 0437
FILED AT THE REQUEST OF:
Wilde Law Surveying
JERRY C. WILDE
SURVEYOR
No. 2292
STATE OF UTAH
APR 07 2004

Parcel No. 1

A tract of land located in the Northeast 1/4 of Section 29, T2S, R6E, S12&M and having a Basis of Bearing taken as North between the East 1/4 Corner and the Northeast Corner of said section 29 described as follows:

Beginning at a point which is 5 89° 35' 38" W 1189.91' feet along the Section Line and South 33.00' feet from the Northeast Corner of Section 29, T2S, R6E, S12&M and running thence South 1189.47' feet to an existing fence line; thence N 89° 35' 38" E 631.51' feet to the POINT OF BEGINNING.

Containing 9.00 acres

Parcel No. 2

A tract of land located in the Northeast 1/4 of Section 29, T2S, R6E, S12&M and having a Basis of Bearing taken as North between the East 1/4 Corner and the Northeast Corner of said section 29 described as follows:

Beginning at a point which is 5 89° 35' 38" W 1189.91' feet along the Section Line and South 33.00' feet from the Northeast Corner of Section 29, T2S, R6E, S12&M and running thence South 1189.47' feet to an existing fence line; thence N 89° 35' 38" E 631.51' feet to the POINT OF BEGINNING.

Containing 9.00 acres

Parcel No. 3

A tract of land located in the Northeast 1/4 of Section 29, T2S, R6E, S12&M and having a Basis of Bearing taken as North between the East 1/4 Corner and the Northeast Corner of said section 29 described as follows:

Beginning at a point which is 5 89° 35' 38" W 1189.91' feet along the Section Line and South 33.00' feet from the Northeast Corner of Section 29, T2S, R6E, S12&M and running thence South 1189.47' feet to an existing fence line; thence N 89° 35' 38" E 631.51' feet to the POINT OF BEGINNING.

Containing 9.00 acres

Parcel No. 4

A tract of land located in the Northeast 1/4 of Section 29, T2S, R6E, S12&M and having a Basis of Bearing taken as North between the East 1/4 Corner and the Northeast Corner of said section 29 described as follows:

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Containing 9.00 acres

Parcel No. 5

A tract of land located in the Northeast 1/4 of Section 29, T2S, R6E, S12&M and having a Basis of Bearing taken as North between the East 1/4 Corner and the Northeast Corner of said section 29 described as follows:

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Containing 9.00 acres

Parcel No. 6

A tract of land located in the Northeast 1/4 of Section 29, T2S, R6E, S12&M and having a Basis of Bearing taken as North between the East 1/4 Corner and the Northeast Corner of said section 29 described as follows:

Beginning at a point which is 5 89° 35' 38" W 1189.91' feet along the Section Line and South 33.00' feet from the Northeast Corner of Section 29, T2S, R6E, S12&M and running thence South 1189.47' feet to an existing fence line; thence N 89° 35' 38" E 631.51' feet to the POINT OF BEGINNING.

Containing 9.00 acres

Parcel No. 7

A tract of land located in the Northeast 1/4 of Section 29, T2S, R6E, S12&M and having a Basis of Bearing taken as North between the East 1/4 Corner and the Northeast Corner of said section 29 described as follows:

Beginning at a point which is 5 89° 35' 38" W 1189.91' feet along the Section Line and South 33.00' feet from the Northeast Corner of Section 29, T2S, R6E, S12&M and running thence South 1189.47' feet to an existing fence line; thence N 89° 35' 38" E 631.51' feet to the POINT OF BEGINNING.

Containing 9.00 acres

Parcel No. 8

A tract of land located in the Northeast 1/4 of Section 29, T2S, R6E, S12&M and having a Basis of Bearing taken as North between the East 1/4 Corner and the Northeast Corner of said section 29 described as follows:

Beginning at a point which is 5 89° 35' 38" W 1189.91' feet along the Section Line and South 33.00' feet from the Northeast Corner of Section 29, T2S, R6E, S12&M and running thence South 1189.47' feet to an existing fence line; thence N 89° 35' 38" E 631.51' feet to the POINT OF BEGINNING.

Containing 9.00 acres

Parcel No. 9

A tract of land located in the Northeast 1/4 of Section 29, T2S, R6E, S12&M and having a Basis of Bearing taken as North between the East 1/4 Corner and the Northeast Corner of said section 29 described as follows:

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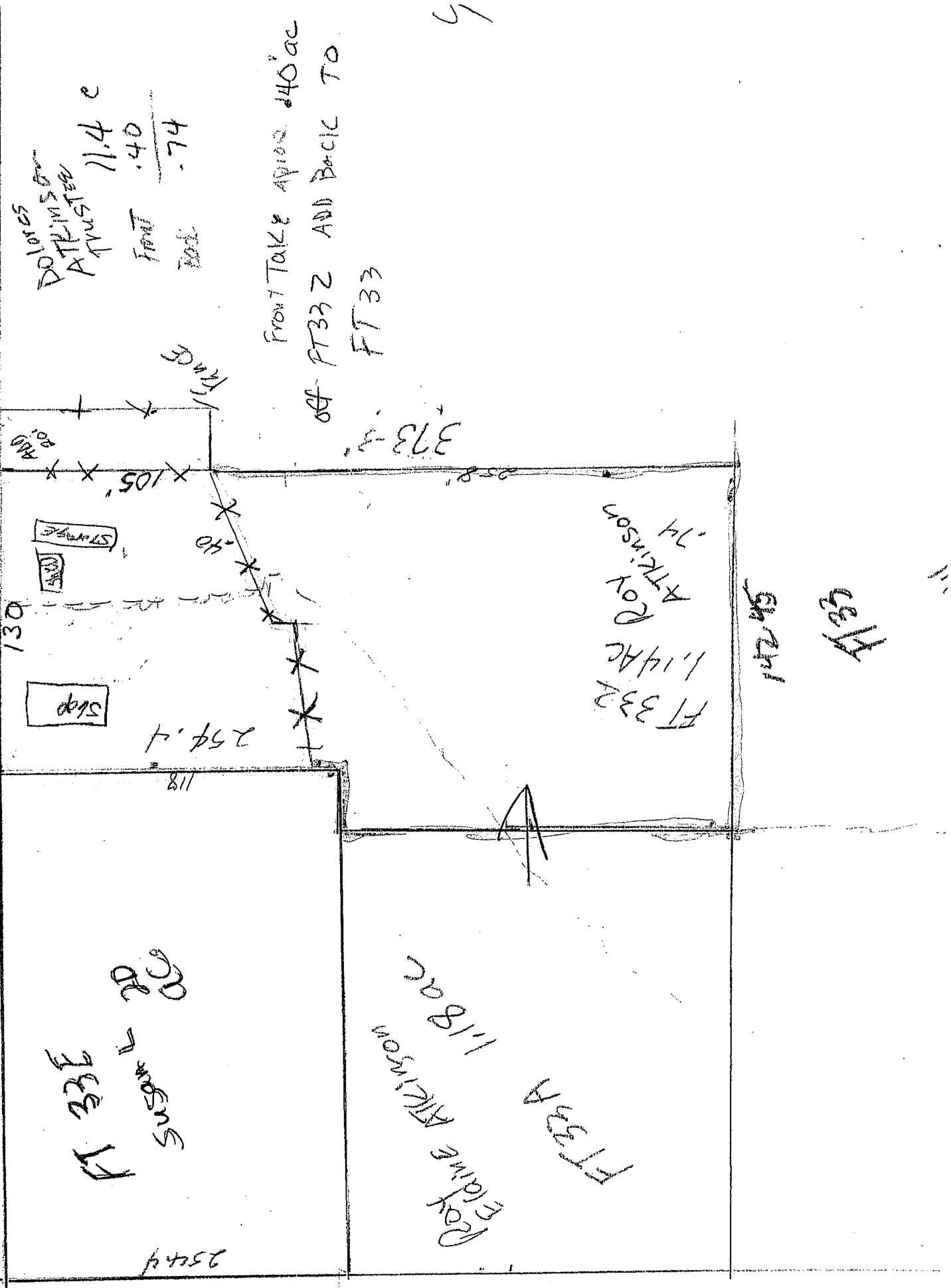
Containing 9.00 acres

NORTH

LOWBERT LANE

SK 32

275-45



DOLORES
ATKINSON
TRUSTEE
11.4 e
FRONT .40
EAD .74

FRONT TAKE APPROX 140' ac
OFF FT 332 AND BACK TO
FT 33

373 B

AND 105' X 105'

STAMP

SHOP

254.4

118

FT 332
DOLORES
ATKINSON

ROY ATKINSON
1.18 ac

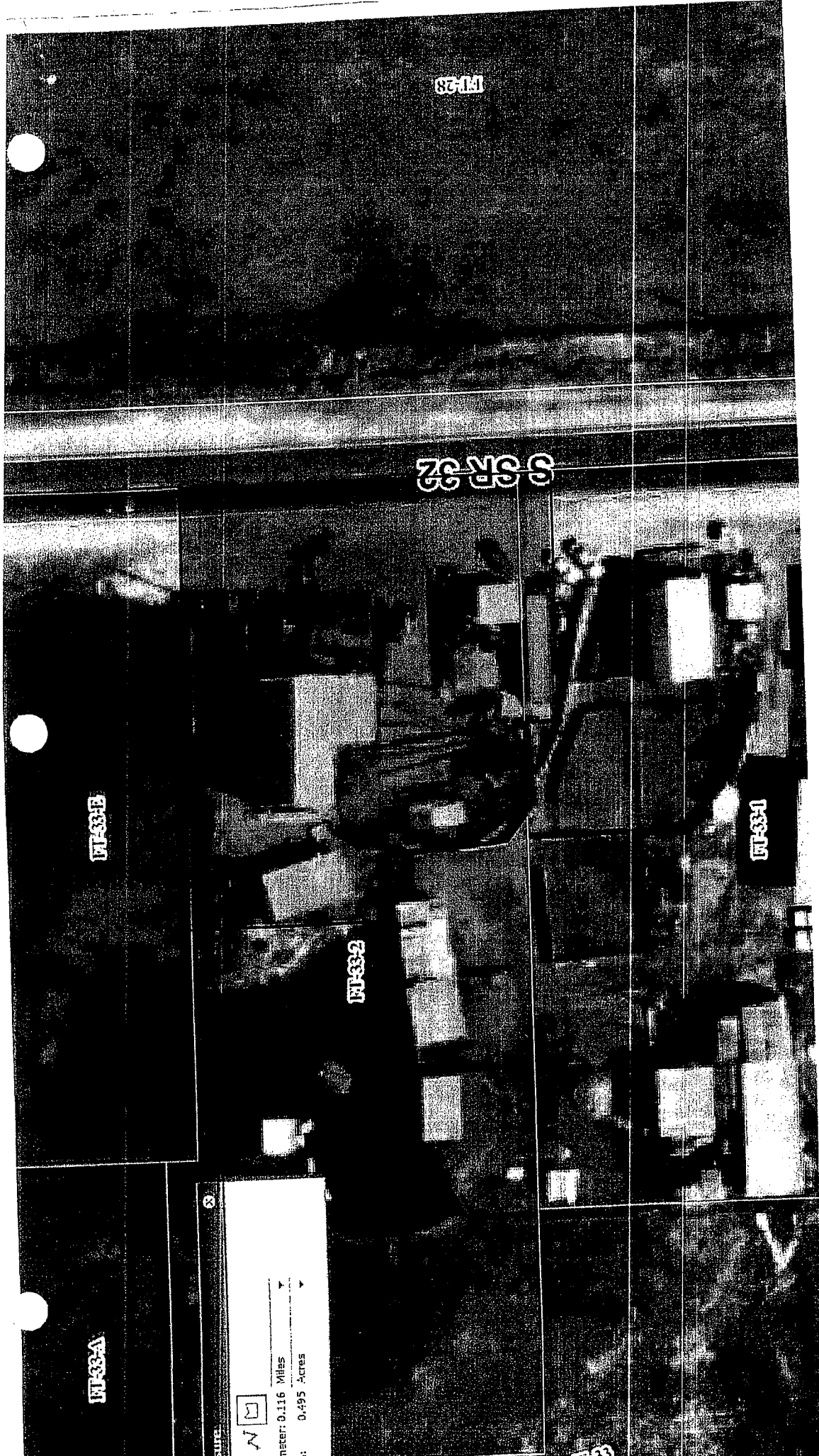
FT 332 A

ROY ATKINSON
1.14 ac
FT 332

SK 241

CE 1

4



SR-32

SR-32

SR-31

SR-30

SR-29

SR-28

SCALE



1 meter: 0.116 Miles

1/4 inch: 0.495 Acres

SR-28

LAND USE ELEMENT

INTRODUCTION

Francis was originally settled in 1862 by members of the Eskelson family. It is believed that except for a few springs, there was no water available for irrigation. In 1865 a 110 foot deep well was dug on the Thommy Davis homestead, but never hit water. The South Kamas Irrigation Company was organized and the first canal constructed. Irrigation water started to flow on the bench from the Provo River on August 7, 1873.

In addition to sheep and cattle ranching, logging was a major source of income and several sawmills were located in the foothills east of town. A creamery flourished and the butter was marketed in Park City and Salt Lake City. The first school was held in one room of John Richardson's home, and in 1888-1889 school was held in a small log cabin north of the Francis corner. The first school house was built in 1892 on land donated by the Eskelsons. (Information courtesy Summit County Historical Society)

Francis Town was incorporated in December 1939. Construction of the Jordanelle Dam and reservoir, coupled with additional roads and the housing boom in Summit County, has resulted in the community's continued growth, and following the 2010 Census, Francis became a fifth-class city, with a population of 1033.

Land Use Today

Today, there are approximately 1530 acres of land within the Town limits, of which 593 acres are zoned for residential purposes; 115 acres are zoned for commercial uses; 34 acres are zoned for industrial activities; and 368 acres are zoned for agricultural uses. Based on current and future population estimates, approximately 25% of the available land within the Town has been developed to date.

Annexation Policy

In 2007, pursuant to Utah code requirements, Francis adopted an annexation policy plan. The area included in the Annexation Declaration area includes property sufficient to provide for the population growth projections for the next 20 years. In 2009 the area within the annexation declaration area was master planned and assigned conceptual zoning.

The goals of the Annexation Policy are:

1. *Any annexation should be carefully evaluated and required to pay the entire cost of expanding the City's utilities to cover current and future needs of the area proposed to be annexed.*
2. Development should be encouraged to occur within the existing City boundaries as a first priority.

3. Annexations may occur for commercial land uses as a second option.
4. Annexations for other types of land uses should only be approved based upon an over-whelming benefit to the community as a whole.

Land Use Categories

The Land Use element of the Francis General Plan encourages the orderly and efficient distribution of land uses in the City. A full range of land uses including agricultural, residential, commercial and industrial areas are provided within the City.

The allowed densities are based on the acreage of the proposed development after roads, infrastructure, wetlands and other required open space areas have been subtracted. Although the intensity of development in residential designations is defined by density ranges, the maximum densities indicated in each range are achievable with sound site planning. All proposed developments should be in substantial harmony with the General Plan.

Land Use Guidelines

The following land use guidelines shall apply throughout the City.

- Guideline 1 The identity of Francis should be strengthened by land uses which contribute to the rural character of the community.
- Guideline 2 The relationship of planned land uses should reflect consideration of existing development, historic preservation, environmental conditions, service and transportation needs and fiscal impacts.
- Guideline 3 Developed areas should be protected and repurposed by promoting new development and the adaptive reuse of existing buildings. For example, houses along SR 32 in the commercial zone, should be modified to encourage business usage.
- Guideline 4 The Land Use Plan should provide for a full range and mix of land uses including residential, commercial industrial and special use areas.
- Guideline 5 A variety of housing types should be provided and innovative development patterns and building methods that will result in the construction of more affordable housing should be encouraged.
- Guideline 6 Transitions between different land uses and intensities should be made gradually with compatible uses, particularly where natural or man-made buffers are not available.

- Guideline 7 Growth will be guided to locations contiguous to existing development or on in-fill properties to provide Town services and transportation in a cost-effective manner.
- Guideline 8 Development approvals will require the construction of primary culinary water, sewer, storm drainage and circulation systems.
- Guideline 9 Density increases will be considered only upon demonstration of adequate infrastructure, resource availability and community benefit.
- Guideline 10 An interconnecting open space system which is accessible to the public should be provided, including trails, recreational areas, natural areas (including protected open space) and drainage ways.
- Guideline 11 Commercial and industrial uses should be highly accessible, clustered near the center of their service areas, and developed compatibly with the uses and character of surrounding districts.
- Guideline 12 An appropriate location should be determined for sexually oriented businesses prior to an application for such use in order to mitigate any harmful secondary effects of such businesses and to prevent crime, maintain property values, and preserve the quality of life within the community.

DRAFT