

AGENDA

Francis Town Planning Commission Meeting

Wednesday, January 26, 2011
7:00pm
(Public Invited)

1. Call meeting to order
2. Election of New Officers and Approval of 2011 Meeting Schedule
3. Approval of minutes from November, 2010 meeting
4. Public Hearing: Amending the Development Code to Require Escrow Accounts for Development Activities
5. Public Hearing: Revised Park Master Plan
6. Discussion of Street Light Requirements in Francis Town – Potential Revisions to Development Code and Specific Requirements for River Bluffs Subdivision
7. Eastern Summit County Transportation Master Plan Discussion
8. Tree City Ordinance. Set date for future discussion.
9. 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.
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.

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Minutes of the FRANCIS TOWN Planning Commission Meeting

January 26, 2011

Recreation Building 2319 South Springhollow Road Francis, Utah

The Francis Town Planning Commission convened in regular session Wednesday, January 26, 2010 in the Francis Town Recreation Building.

PRESENT:

Chair: Peter Swisher
Co-Chair: Dorothy Sullivan
Commissioner: Bryan Betournay
Commissioner: Julie Keyes
Commissioner: Sheldon Thompson

Alternate: Brian Purvis

Town Planner: Alison Weyher
Town Engineer: Scott Kettle
Secretary: Susan Moses

NOT PRESENT:

Commissioner: Kristie Bair
Commissioner: John Barclay

IN ATTENDANCE: Steven Keyes, Sean Lewis, Kent Wilkerson

Opening:

Chair Peter Swisher called meeting to order at 7:05 pm

Election of New Officers

Dorothy Sullivan motioned to nominate Peter Swisher as Chair. Sheldon Thompson seconded the motion. Motion passed unanimously.

Dorothy Sullivan motioned to nominate Julie Keyes as Co-Chair. Peter Swisher seconded the motion. Motion passed unanimously.

Approval of Minutes from November 17, 2010

Julie Keyes motioned to approve the minutes of November 17, 2010 meeting with the spelling and grammar changes. Dorothy Sullivan seconded the motion. Motioned passed unanimously.

Public Hearing – Amending the development Code to Require Escrow Accounts for Development Activities

Alison Weyher read from the staff report:

Executive Summary: The Francis Town Council has approved an amendment to the Fee and Rate Ordinance that requires the establishment of escrow accounts for services performed by the Town in conjunction with development activities. Because the Utah State Code requires land use submittals be tied to the Development Code, new language will be added to Chapter 1 (General Provisions and Procedures), Chapter 6 (Development Standards and Subdivision Regulations) and Chapter 7 (Commercial Development) dealing with this requirement.

B. Project Description

Since Francis Town is a small community, we do not have full time staff handling engineering, legal, planning, or other technical issues. Instead, the Town Engineer, Planner and Attorney and other consultants, if needed, are retained under contract and the review work they perform on specific projects is billed to the developer according to the Town's Fee and Rate Ordinance. In the past, when developers did not pay fees promptly, the Town's contracted consultants would stop working on the project until the fees were brought current. For many years, this process worked very effectively. In addition, the Development Code (6.22.6) "requires that all review fees owed to the Town shall be paid in full prior to Final Plat approval". Unfortunately, in the recent economic downturn, several developers went bankrupt, or ceased working on their projects, leaving the Town with thousands of dollars in unpaid bills. To resolve this problem, the Town has adopted the requirement that all applicants for development approvals, including annexations, major and minor subdivisions, conditional use permits, and commercial developments (with new structures), establish and fund, an escrow account.

The approved amendment to the Fee and Rate Ordinance approved by the Council specifies the account include \$500 per unit of development (lot, house, apartment, etc.). Or, if no development plan is submitted, \$500 per unit of the maximum allowable density of the annexation parcel pursuant to the Town's proposed future zoning plan. Other projects, such as conditional use permit review, will be required to set up accounts in amounts necessary to cover anticipated costs. If the amount in the account falls below fifty percent of the original deposit, Town staff will cease to work on the project until the escrow account is replenished. All accounts will be interest bearing, and the developer will be reimbursed any unexpended funds, with interest, when the project is completed.

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Because this fee structure may be modified periodically by the Town Council, staff is not recommending that the dollar amounts be listed in the Development Code, but rather that the following language be incorporated into Sections 1.11 (Permit Procedure Under This Code), 1.14.1 (Conditional Use Review Process Pre-application Conference), 6.10 (Subdivision Application Procedure and Approval Process) and 7.4 (Commercial Development Submission and Approval Process):

Fees for projects that require review and/or inspection by the town planner, town attorney, town engineer, or other consultant(s) shall be billed to the applicant at the actual billed rates incurred by the Town, in addition to all other applicable fees. To assure prompt payment, the applicant shall deposit with the Town sufficient funds against which the Town may draw to satisfy these costs, in amounts set forth in the Town's then-prevailing Fee and Rate Ordinance.

All funds in applicant deposit accounts are available at all times for expenditure by the Town to satisfy fees incurred by the Town for the project. The Town shall notify applicants monthly of the fees incurred during the previous month for the applicant's project. The Town shall pay interest on applicant deposit accounts, at the rate at which the Town would earn interest on monies in the Town's general fund balance for the applicable period, and shall credit said interest to the applicant's deposit account. If the balance on deposit for an applicant drops below an amount sufficient to cover anticipated costs, the applicant must pay all outstanding billings for the month plus bring the deposit account back up to a sufficient amount, as set forth in the Town's then-prevailing Fee and Rate Ordinance. If at any time an applicant's deposit account does not comply with the provisions set forth herein, the Town's staff and its contractors, agents and consultants shall stop work on the project until the account comes into compliance. At the conclusion or termination of a project, any unexpended amounts in an applicant's deposit account shall be refunded to the applicant with interest.

C. Community Review

A Public Hearing has been properly noticed on the Utah Public Notice Website and the Summit County News and will be held this evening.

D. Identification and Analysis of Issues

1. Because the Fee and Rate Ordinance has already been modified to require developers establish escrow accounts prior to entering the development process, the Planning Commission's role is rather perfunctory. The Commission may wish to discuss if there are additional locations where this language should be included, such as the Annexation Policy Plan, etc.

E. Staff Recommendation

Staff recommends that the Francis Town Development Code be amended to include language-requiring applicants for development approvals establish and maintain escrow accounts to pay for consultant services.

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Peter Swisher asked if the Town needs to do this for Conditional Use Permits as well. Alison Weyher answered yes. Peter Swisher opinioned that there are a lot of levels of Conditional Use Permits. Alison Weyher responded if it is something simple, the Town might not require an escrow account. Gave an example of a pre-school. Peter Swisher asked if we need a line item that the escrow account can be waved at the Towns discretion. Alison Weyher stated that she would bring that to the Town Attorneys attention.

Julie Keyes suggested if we are not listing an amount we could pro-rate the fee down to something like \$5.00.

Peter Swisher is concerned it will scare some people off to have to set up an escrow account.

Julie Keyes asked who is responsible for setting up the escrow accounts. Alison Weyher answered the Town will set them up.

Alison Weyher explained an escrow account the Town has already set up. Added it is a direction the Town is going to pursue more often.

Peter Swisher agreed it made sense to set up escrow accounts, but is concerned that it feels like if someone who is going for a very small Conditional Use Permit reads this, they are going to say I shouldn't even bother because I don't even know what an escrow account is.

Alison Weyher responded that she would talk to the Attorney about adding a line, to the language regarding the amount.

Brian Purvis suggest that we could estimate potential fees, for a small thing the highest it could go is \$50. So escrow \$50. And if we don't spend it we will give it back.

Brain Purvis asked if the Town makes a habit now of passing those costs on to people who do small Conditional Use Permits. Alison Weyher responded we do for annexations; we have not for lot-line-adjustments. Alison gave an example of a Conditional Uses Permit for a day-care. The Town does not get revenue from the daycare, they don't pay sales tax, but it does have impacts on the Town, and it may be very minimal in terms of traffic and neighbor concerns and enforcement and all of that, but there are impacts to the Town, and there are benefits to the property owner, she now is running a business out of her home and hopefully she is making money. So it is not fair to have the Town pay those cost when the property owner is the only one who is benefiting from it. Annexations are the same way, the person annexing into the Town will reap the rewards from the annexation, and those cost should be passed on to the person annexing into Town.

Bryan Betournay commented Conditional Use Permits are ongoing, asked if the escrow account would be ongoing. Alison Weyher answered no just until the permit is issued.

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Alison Weyher explained that in the past we have had to tell some developers that the Town would not continue to work on their project until their fees are current. In addition, for people who are actively working on a project that is a good incentive and they usually do it.

Open to Public Comment

No Public comment.

Bryan Betournay motioned to approve the change of establishing an escrow account for developers. In addition, that Language be added to section 1.14.1 (Conditional Use Process) reflecting that these costs could be waived or minimized for Conditional Use Permits for home premise occupations. Dorothy Sullivan seconded the motion. Motion passed unanimously.

Public Hearing: Revised Park Master Plan

Revised Park Master Plan and estimated cost for park improvements was passed out.

Alison Weyher explained the reason for the revised plan; we had included the property of John Keyes in our soccer field. Explained the changes: 1. The soccer field is smaller, but it is still a regulation size for kids, it does not meet the adult regulation size. 2. We took out the parking that run along the east side of the Public Works Building, we left the additional proposed bay in there, we need to make sure there is enough width there for access so trucks can get back there.

Alison Weyher explained that there are two different impact fee studies going on. First is looking at impact fees for parks, roads, and water. And the second is the sewer RFP that is out. We need to talk about impact fees for the park. Alison stated at the December Council meeting, a couple Council members asked what the Planning Commission had done with the a park in Wild Willow, Alison responded that we had talked about it and had decided to focus on the Town Park, Council members want us to think about the park in Wild Willow. Added Scott Kettle will talk about that because it does tie into the impact fee study.

Scott Kettle explained he took the park master plan and put some cost to some elements. One of the big things the Planning Commission had talked about is remodeling the storage shed into bathrooms, after looking at that and talking to Luke, apparently the floor drains have been concreted in, so in order to remodel we would have to cut and jackhammer the floor and redo the plumbing, so it was priced as the same as tear and rebuild, we can decide when the time comes to whether we rebuild or tear down and build new.

Dorothy Sullivan asked if \$75,000 was unusual for a restroom. Scott Kettle answered no, added if you think about public restroom you need to think about not building with 2 X 4s but building sturdy. When you build a public restroom you need to spend more money to make sure it is vandal proof and if it is vandalized it is not so costly to fix.

Sheldon Thompson commented we would get bid when we are ready to build.

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Scott Kettle agreed, added we put together estimates and then when we do impact fees we break it down and say this is the cost to do this and in this many years we are going to this many acres of park. Right now, each building permit adds \$179 for park impact fee, but at the time they did that, they included a little land and some landscape, but not a lot of facilities. The impact fee would probably go up depending if Council wants to approve it. Right now, the impact fee was based on three acres of park per 1000 people, if you look at Francis now, it was mentioned the 2009 census had us at around 900 plus, so we are not quite at the 1000 people, so the park facilities we have right now would put us at where we need to be. In order to increase the park impact fee, it is going to take another ten to fifteen years to say we need more. Do we want to look at that three acres per 1000 people and say we want more or less; we need your input on that.

Alison Weyher commented one of the things we have talked about generally, and it is part of the discussion when we updated the General Plan. Right now, the neighborhood park in River Bluffs is going to be owned by the homeowners association and maintained by them, there has been some discussion as to whether that is a good way to do it or whether they should be owned by the Town and maintained by the Town. If you go the route of having, the parks owned and maintained by the Town then that is going to require additional land in each of the new subdivisions, those are things we want to think about as part of the General Plan. However, for this Scott Kettle just needs some general concept ideas, in the future is the Town going to want more park space than we have now. Added when we looked at the conceptual zoning map there was a discussion about a park in the area of Page Lane or maybe something close to Hilltop to balance different areas of the community with recreational opportunities.

Peter Swisher commented he was under the impression that the charter of the Planning Commission was to plan out where we would like to see the park someday, the plan is not to make this happen next year, this is a ten, fifteen, twenty year game plan.

Scott Kettle stated the whole point is we put the cost together for the plan so that when people come into the Community we can charge them impact fees. So we are not saying we need a park, so let's raise taxes so we can get a park, that is the whole point, let's have a plan, put a cost to it so we can start to generate money so that we can build the parks.

Sheldon Thompson opined that one problem with parks in subdivision, if you have the Town take care of them, then you turn it into a public park, which you will create problems for parking in a subdivision. Added it is better to have an escrow account to take care of the park and if they do not take care of the park, then the Town can go in and deal with it.

Scott Kettle stated in doing this plan we want to look at all of facilities, we look at more than the next ten years, with what we have now and what we can expand this park to be, it will do us for the next ten or fifteen years. Scott has included the park in Wild Willow in the estimated cost. Asked what kind of things they would like to see in the park at Wild Willow, added it is small and odd shaped.

Peter Swisher commented his concern is the Town Park is more of a community park. In addition, if we develop a specific plan for the Wild Willow park, which is a community park but serves the Wild

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Willow residents more than the rest of the community, worries it will take away from what we are trying to do for the whole community here.

Scott Kettle responded that we could address that in the Master Plan, we can prioritize what we want first. We also need to figure out how the park in River Bluffs is going to play into it; it is a private/public park.

Dorothy Sullivan asked if the park in River Bluffs was private or could the kids in Wild Willow use it. Scott Kettle answered it is private. The homeowners association maintains it but they were required to give permission for the general public to use it. Dorothy asked how large it is. Scott answered around one acre.

Kent Wilkerson from the County Engineering Department commented he deals with impact fees and suggested the other standard we look at is the distance to the park, this is your regional park, and the other one would be considered a pocket park.

Peter Swisher commented he liked that verbiage. Added the simplified way of doing this is we put in grass. Nothing special in the pocket parks.

Scott Kettle responded that is basically what he did; landscape it with some playground equipment and trees. Added you do not want to have soccer games down there because there is no parking.

Alison Weyher commented the River Bluffs Park is a pocket park because it is in the middle of one subdivision and the main feature will be the tot- lot. The Wild Willow Park is different for two reasons, first it is much larger and the second reason it is on the edge of Wild Willow and abuts Summit Heaven and there is a little bit of frontage on Hilltop that will be a different subdivision, it will serve a broader community. Agree that right now we should put some money in for basic landscaping, restrooms and playground equipment. Added we should also think to the future that as those other subdivision are developed. Wild Willow donated land, Summit Heaven has committed to donating land. We can also say we need you to help put in the water and sewer lines and do the grading and those kinds of things as you are developing your subdivision or as a condition of your subdivisions development.

Scott Kettle asked if the Planning Commission was okay with three acres per 1000 people. Consensus was yes. Also basic amenities for the Wild Willow Park.

Sheldon Thompson commented we need to spend some time hands on, added it is easy to sit behind a desk and say what you would like, but you need to go as a group and walk around the ground.

Brian Purvis commented that he lives next to the park in Wild Willow and he walks through there on a regular basis with his dog, the problem is from the air it looks pretty accessible but in reality it is not very accessible. Added (indicated on map) this little piece that looks like a driveway that comes off of Oak Lane, if you go by there it is filled with RV equipment and stuff. There really is no place to park on Hilltop and you can't really park anywhere on Oak Lane Added you are limited to what we can do with that piece of property, it would have to be some sort of wilderness park, maybe for horse or hikers.

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Alison Weyher suggested maybe we turn that easement into a road and include some parking.

Scott Kettle stated one reason nothing has ever happen there is until Summit Heaven subdivision was approved that was the only access other than that tiny piece off of Hilltop but with Summit Heaven gave us .41 acres and had it at the end of a cul-de-sac which was able to give us better access.

Brian Purvis asked if could you put a parking lot on that side and access it through Summit Heaven. Scott Kettle answered yes.

Scott Kettle reminded the emphasis is on the Town Park, but we need to have something on the Wild Willow Park so in five years when they revisit the capital facilities plan and the impact fees, there may be a whole other idea. Maybe something needs to happen down there, things can change but for right now we are doing a general playground landscaping type of stuff, it gets us started rather than not having anything at all.

Alison Weyher asked what about putting a little money into the budget, to maybe hard surface the access into the park so we can at least provide access for people.

Scott Kettle stated we have access now off the end of the cul-du-sac.

Dorothy Sullivan opined until you can access the Wild Willow Park why cannot it just be a place for people to ride their snowmobiles and walk their dogs. The costs are very surprising; over \$100,000 just to put grass in.

Scott Kettle explained to put landscaping in you have to grate, put in a sprinkling system and water lines to go with that, top soil ect.

Brian Purvis commented that his understanding is that the objective is to create a rough estimate of future cost so you can start assessing now. It does not have to be for very specifics uses for those cost, just generalize to give us an idea of how much money we need to collect over the next ten years or so. To put into a kitty and maybe at that point come back and say we have the money but we do not want to do this anymore we want to do that. It is not tied in,

Scott Kettle responded impact fees are getting to be more specific you have to say this is what we are going to use it for and it is set aside for that. Before you could say, we are doing this and collect impact and then you could end up doing something different. Now you set it aside for something and that is what it is used for.

Peter Swisher commented he is hesitant to say much of anything, we are looking at undeveloped land all around; we are not done looking at the one the rest of the community will want to use.

Alison Weyher stated this is our shopping list. In addition, if somebody asks what you are collecting the money for we can say here is our list and here is the estimated cost. Another good thing is we can use the list to go out and do fundraising and for grants.

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Peter Swisher commented he wants to leave the Town Center Park as it is because the Planning Commission has spent a lot of time coming up with the plan.

Julie Keyes added we have picked many purposes for it and made it so it can be multi use.

Sheldon Thompson commented the thing we need to focus on is the center of Town. The Francis Town Park is the top priority; the parks in the subdivisions will be developed as you get more people moving into the area. Added you see the Oakley Park being used constantly all summer long doing softball tournaments, soccer games, skating, using the pavilion. That is what we need to focus on.

Dorothy Sullivan asked if there were ways to get money for the park. Alison Weyher answered there are a variety of different way. You could issue bonds, get a loan that the Town would repay.

Dorothy Sullivan commented she would like to see something go in, added people's enthusiasm for the park as a whole would go up if something were added to the park this year or next.

Alison Weyher agreed, added that one of the things she and Scott Kettle had talked about earlier was the concept that we all embraced, of seeing if we could get Luke this summer to grade the walking trail, it would not be asphalt. But at least there would be something in place and we could start to use it and to focus on that and maybe think about grading out the area for the soccer field, thinks those think can be done and make some efforts to go after grants.

Sheldon Thompson commented you have to go step-by-step and you have to have somebody hunt for grants. Added that is how the park has been build so far, the bleachers, the arena, it has all been built piece by piece by grants.

Dorothy Sullivan commented we need to enlist everybody in the Town in the dream that we have of the park, we need to show them something even maybe one thing this year.

Peter Swisher commented maybe that this is where Councilmember Major comes in and figures out the next step.

Scott Kettle stated we are on the right track, we concentrate on the Town Park, but because of the long range we need to consider the Wild Willow Park and generalize that, the next big thing is finding the money. For a long time we got CDBG grants. We received CDBG grants to get the bleachers and stuff like that, that was when Francis was a low to moderate eligible community as a whole. Francis Town is no longer eligible for that, so it is harder to get CDBG grants for a park. You have to show it benefits low to moderate-income people, but where this the Town Center Park it benefits the entire Town. Added there are other grants out there, other place we can try to get some money, now that we have a plan we can start looking for money.

Alison Weyher stated one of Summit Counties biggest goals right now, is to get more visitors to the County who spend the night and spend money. All of the bicycle races are a good example of people who come to the County and sometimes they spend the night and they spend money, then they come back later. They all like eastern Summit County. We keep talking about making Francis Town a bicycle friendly community, and this is a good step, if we talk about making bicycle routes around

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Town. Added the County may have interest in a proposal where Francis Town said okay we do all of these bicycle races already. We have this parking lot in the center of our arena area that we rent out to bicyclist, we have picnic tables that we make available and what we really need is to add an additional restroom facility. In addition, Rocky Mountain Power has energy efficiency grants.

Peter Swisher asked what the Planning Commission's part in this is. We have designed the park.

Alison Weyher answered first thing is we need to have a Public Hearing on the Revised Park Master Plan. Then we need a vote to accept the revised Park Master Plan so we can take it to the Town Council. As far as Scott's presentation on the Wild Willow Park and on the cost estimates, what Scott needs is a general, sense from the Planning Commission.

Scott Kettle stated the cost estimates are to show what the Planning Commission has done, there is one more thing and that is lighting for the Park, the horseshoe pits, is that something you want to have lit? In addition, do you want the ball field to be lit? That was not included on the cost but we need to consider.

Sheldon Thompson opinioned the soccer and baseball field should be lit.

Opened to Public

Steven Keyes stated he worked for the County and they just redid the infields in Coalville at the County Park for the girl's fast pitch, added it is amazing the draw of people that come through with that.

Peter Swisher commented that Alison Weyher at one time had talked about why they were not using the softball field in Francis. Alison Weyher responded the big problem is because we only have one softball field. For the major tournaments, they want to have at least two fields so they can rotate teams. Added last summer the little league teams practiced on our field. All of the other fields were booked with games.

Julie Keyes suggested we pitch our field as a practice field, a place to warm up and keep your skills sharp while you are here in the valley for a tournament.

Steven Keyes commented that light on the fields would be good.

Closed to Public

Peter Swisher asked the Planning Commission how they felt about lights.

Bryan Betournay commented it is something we need to look at in the Master Plan.

Peter Swisher commented it makes since to light the soccer field and soft ball field.

Sheldon Thompson suggested making the soccer field into baseball diamonds back to back.

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Peter Swisher stated at one point we had looked at putting two baseball diamonds in here and they did not fit.

Sheldon Thompson opinioned we should have it measured, he thinks it would fit, especially for fast pitch, you do not need as deep of a field.

Alison Weyher commented that one of the goals had been to have the soccer field be an area that could be used for many different purposes, so it can be used for soccer or little kids football games and during Frontier Days, we can use it for parking.

Dorothy Sullivan commented we could rent that out for overnight camping.

Peter Swisher stated we have on the table multi use for the soccer fields opposed to just having it all grass. In addition, lights on the baseball and soccer fields.

Sheldon Thompson motioned to add light to the Park Master Plan. Also, look at baseball fields on the soccer field. Julie Keyes seconded the motion. Motioned passed.

Yea

Peter Swisher

Julie Keyes

Sheldon Thompson

Bryan Betournay

Brian Purvis

Nay

Dorothy Sullivan

Dorothy Sullivan stated she was opposed to putting a baseball field on the soccer field.

Discussion of Street Light Requirements In Francis Town – Potential Revisions to Development Code and Specific Requirements for River Bluffs Subdivision

Alison Weyher stated River Bluffs is ready to receive their final approvals, which means they can sell lots and they can build houses. They start the warranty period and phase one is up and running. The Town will make sure they continue to live up to the terms of the development.

Alison Weyher stated the first construction drawings for the River Bluffs subdivision showed streetlights at every intersection and every cul-du-sac. The Francis Town Development Code does not require streetlights in subdivisions; the goal has been to preserve the night sky to maintain the rural atmosphere. We require streetlights at intersections along SR 32. At the November 2011 Planning Commission meeting, we recommended that the Developer put in a streetlight at the intersection of Scenic Heights Road and SR 32 and at Scenic Heights Road and Hilltop Road. Those were the only two lights the Planning Commission was going to require. The Town Council suggested that since there originally had been ten lights specified, they want the Planning Commission to review the number of streetlights and see if whether or not we want more lights. The Council would also like the Planning Commission to revisit the General Plan and Development Code and see if we want to put in guidelines that are more specific about streetlights. Finally, the Council suggests we work with UDOT to determine a design for streetlight on State Roads.

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Alison Weyher stated in the Staff report you will see a map of River Bluffs before it was phased with location of streetlights. In addition there is a map, that shows where the two streetlights that we required were going to be on Hilltop and SR 32. Alison Weyher stated that although we probably do not want streetlight on cul-de-sacs or on all of the intersections, it may be appropriate to add light to the River Valley Circle and Bluff View Court cul-de-sacs to provide lights for the park. Added Scott Kettle has samples of streetlights so we can pick one kind of streetlight that we want to use in Francis Town. Alison stated she has information on lights, some types of lights cause night sky pollution. Showed a picture of a light (bell shape light) that shines directly down so you are not going to get the light pollution. There are two kinds of light pollution. The first is night sky pollution and the second is light trespass- that occurs when light pollution from streetlights shines into homes. Alison added the Planning Commission needs to decide where we want lights and how many lights.

Peter Swisher commented streetlights do not equal rural.

Brian Purvis commented generally the state transportation requires streetlights at intersection to light the intersection for pedestrians and this kind of streetlight would not serve that purpose.

Alison Weyher responded this would not work on State Roads; this light would be internal to the subdivisions.

Scott Kettle stated this light could work on a State Road. Added at the Scenic Heights Road, UDOT did not require streetlights at that intersection for lighting needs.

Brian Purvis asked then what the point is. It is my understanding the point of putting in a light at an intersection is primarily for pedestrians to cross the street at night, to make them visible to cars.

Scott Kettle stated the majority of comments he has heard since he started working for the Town is we do not want streetlights except at the entrance of Wild Willow and Uinta Shadows subdivisions to mark the entrance.

Brian Purvis commented that from a distance you could not see that streetlight.

Scott Kettle responded as you go into Heber and drop down off of Jordanelle where that subdivision is, this light is the exact light that they have and you can see them from a bit of a distant that would help you see an intersection.

Peter Swisher commented speaking as a resident, who is going to live right underneath one of these lights on SR 32, I would rather see this light than anything else. It is going to shine in my window.

Sheldon Thompson commented in subdivisions where you have sidewalks it is good to have streetlights at intersections.

Dorothy Sullivan commented she would be opposed to having street inside any subdivision. Stated if we were suppose to decide if River Bluffs needs the ten streetlight, I would say no. Added after the streetlight issue come up she drove around Town to see how hard it is to find your way around

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Francis. Found the street signs are reflective, has lived her whole life and has never felt unsafe walking on any road, added you can see a car coming because they have their light on. Does not think we need a light to show how to get into Wild Willow subdivision.

Alison Weyher stated that UDOT required the lights on SR32 at Wild Willow and at Till's Way.

Scott Kettle stated he thought it was the Town that required those streetlights. Added he has not seen UDOT requiring streetlights on anything up here. They require them mainly when you have crosswalks.

Sheldon Thompson commented any subdivision that has sidewalks needs to have streetlights. Added it is a safety issue.

Julie Keyes as a resident that walks along the roads at night with Dixie Thompson, they have never felt like they have been in jeopardy walking along Hilltop up around through Wild Willow and River Bluffs. Added they do things to prepare ourselves so people can see us, and so we can see any road hazard that might be there. Part of it needs to go back on the person doing the activity, train your kids that they are suppose to stop at the intersection and watch for car. Julie stated that she is opposed to having all of those streetlights, maybe we should have them at major intersections, but to have ten streetlights in River Bluffs is over kill. Asked who is going to pay to maintain them. Added we should not burden the whole Town for a little area.

Scott Kettle stated that the Town pays so much a month for streetlights. If we want Rocky Mountain to maintain the streetlights, we have to pick the cobra head light. However, we still pay a monthly bill.

Alison Weyher recommended where we are required to have a light along the State Road we adopt the cobra light fixture with the flat lens that just shine down, because we know UDOT will approve that light.

Peter Swisher commented he is fine with something like that; he does not want a blazing light outside his house.

Brian Purvis commented we should have a light at the park to discourage kids.

Dorothy Sullivan asked if the light at the park be motion sensed.

Brian Purvis responded that many times those are worse. People can get use to a glowing light easier that on off on off.

Alison Weyher state that at the entrance to the park off of these cul-de-sacs is a trail that goes into the park, so there is a place there where the public will enter and exit the park. Suggested putting a light there so it indicates where the entrance to the park is.

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Dorothy Sullivan asked is somebody going to decide every time there is a new subdivision, do we need to have lights or is it going to become an ordinance. Alison Weyher answered at some point when we review the General Plan we will set guidelines as to where we want lights.

Peter Swisher commented we have three topics right now. 1. Required lights. 2. General lighting in subdivisions with or without sidewalks. 3. Lighting in the park.

Alison Weyher stated that River Bluffs is the big issue, because they cannot finish the subdivision until we tell them where to put the streetlights and what kind.

Peter Swisher suggest taking a poll and then making a motion.

Brian Purvis opinioned put lights at the two entrances, and at the park.

Bryan Betournay opinioned he is opposed to most streetlights, okay at major intersections. Added need only one at main entrance at the park.

Sheldon Thompson opinioned new people like to see where they are going. Added the park should be lit on each end. Safety is the most important issue.

Dorothy opinioned that streetlight is only when mandated. The less impact the better. Does not think we need a light on the main road. Would say yes to the one off Hilltop Road. In addition, one in the park.

Julie Keyes opinioned we should stick with less is more. The reason people are moving here is to adapt to a rural life. If they want to live in the big city with all of the light, then they need to make a different choice. Added go with one at the entrance of River Bluffs and one at the park.

Peter Swisher opinioned he agrees with less is more. Added he would go with lights at the two entrances and the park.

Brian Purvis motioned to have a streetlight at the two entrances and one at the park. Sheldon Thompson seconded the motion. Motioned passed.

Yea

Peter Swisher

Julie Keyes

Sheldon Thompson

Bryan Betournay

Brian Purvis

Nay

Dorothy Sullivan

Dorothy Sullivan motioned to approve the bell shape lights for subdivisions. In addition, the bell shape light for streetlight on State Roads unless UDOT will not approve and then we choose the cobra light. Sheldon Thompson seconded the motion. Motion passed unanimously.

It was decided to table talk about the standard of lighting until we reviewed the General Plan.

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Eastern Summit County Transportation Master Plan Discussion

Sean Lewis from Summit County Planning Department and Kent Wilkerson from Summit County Engineering Department gave a presentation.

Sean Lewis stated that the Eastern Summit County Planning Commission has directed Mr. Lewis and Mr. Wilkerson to prepare an Eastern Summit County Transportation Master Plan. This is a requirement from the State that all jurisdictions have a transportation element to their Master Plan.

Sean Lewis stated it makes no sense for the County unincorporated areas to have a Transportation Master Plan that stops at a City boundary and starts again at a City boundary on the same Road. Added either we work together or we are far apart. The benefit is when it comes to asking the State specifically UDOT for money. We can say these are our ideas and these are the areas of the County that need to be addressed and basically do the ground work and identify the trouble spots then UDOT is more than willing to place our project on their Transportation Implementation Program.

Sean Lewis stated that tonight we would like to have a discussion and get ideas from the Planning Commission to determine where the problem areas are in Francis. Is there traffic concerns, are there areas where the County can work together with Francis to make sure we are all on the same page as far as transportation goals. Added we are preparing this plan with the intent that we will bring it back to the Planning Commission and The Town Council to be adopted as the Francis Transportation Master Plan. Sean Lewis stated this plan would also include trails, bus, horse riding, snowmobiles, and bicycles. We want to make sure transportation stays ahead of the game here in Summit County.

Kent Wilkerson asked if Francis considers Lambert Lane a collector road out to Democrat Alley and 248. As a point of discussion, has the city considered this a collector route out to Lambert Lane what are your thoughts on it? We have to present it back to the Eastern Summit County Planning Commission.

Brian Purvis asked what the definitions do. Kent Wilkerson answered the definition increases the size and capacity and sometimes the speed limit on those or as another alternative, should there be a second route to Lambert Lane.

Bryan Purvis stated that ideally it would be better if there were a more direct line straight out to 248 rather than through Ure's property. Added that if you are going to designate it as a collector, a higher capacity roadway, it has every characteristic that would lean against that.

Kent Wilkerson agreed, and feels that is the reason UDOT showed it as a collector route. Kent Wilkerson pointed out that over the past few years he has been working on the Summit County travel demand model.

Sean Lewis stated what the model does; traffic counts are done on every county road and sometimes even some of the local city roads. The data is then put into the computer. What is done with that is putting in a use, for example; if a Wal-Mart wants to go into Kamas, Kent can tell you exactly how the Wal-Mart and the peak hour trips would affect all of the roads and how every road around that

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Wal-Mart would react to that and even going out to 248 to Park City and Coalville. How the one Wal-Mart would affect roads throughout the county. Therefore, this is a very powerful tool we can use to project and it is very helpful in planning because we can more effectively plan for development. That is what the traffic demand model does.

Bryan Purvis stated the Planning Commission looks at what future development is going to be and most of the future development is in this section of the Town that people access through that road. Therefore, it just seems to me that in long range planning there ought to be an alternative to that.

Kent Wilkerson stated that as an example you have the state mandating what they call MIDA (Military Installation Defense Act) trumps our local zoning. But in using the model it shows whatever you do here affects Kamas and vice versa. So when I get finished putting some of this data in, I'll take Lambert Lane for instance, and I'll say if we create a more direct route there is a good probability you're going to get so much more traffic going that way instead of up 32 to Kamas.

Sean Lewis asked if anyone else had ideas regarding Lambert Lane.

Sheldon Thompson asked if in the Master Plan there was a road that goes through below the church and ties over to Lambert Lane.

After reviewing, it is agreed that there is a road going North and South connecting to Lambert Lane.

Sheldon Thompson stated that in time that road would extend to 248.

Brian Purvis suggested taking Hallam straight north.

Scott Kettle mentioned that UDOT will only allow access roads every so often and that there is a road planned at that location (indicated on map). Added that road would go through the sewer pond property.

Sheldon Thompson asked about roads on Foothill. Alison Weyher answered that it is a big concern for Francis. The concerns are traffic, speeding, and not safe to walk on. People use the Foothill road to get to the schools over in Kamas – it is sort of the back road to Kamas. As the road goes through Francis all along the corridor, it is very narrow.

Alison Weyher asked Kent Wilkerson is the standard classification for road-carrying capability (the amount of traffic that a road can handle) is very similar to the discussion that was just had about streetlights and it is different in rural areas than it is in urban areas and do they factor that in at all? For example in an urban area you are used to having heavy traffic, a lot of stop lights and much more dense use of the public infrastructure whereas in rural area you don't have heavy traffic and citizens are more concerned with an increase.

Sean Lewis answered that it was his understanding that the roads in Francis were not classified in the standard way.

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Kent Wilkerson responded that there are several points being brought up and he would like to address two of them: There is ASHTA, which is the standard for roadway design with an urban and rural standard, so you can refer to that which will change the widths and the size of the road. You are actually talking the volume on the road and that gets into more of a local, planning commission standard that you have to work with because the ASHTA standard takes a blind eye to the social issue of that number of vehicles passing by your house. And in this model he won't get down to this level of detail on roads, and won't worry about the capacity inside of subdivisions.

Alison Weyher stated the issues we have on Foothill is the width of the road and there is no shoulder. Kent Wilkerson mentions that every time you register your car you pay a fee that goes towards the corridor preservation fund which is in place for a corridor that is too narrow or your trying to put in a new corridor, that is a fund that he would like to help program through Eastern Summit county transportation master plan, because too many of the jurisdictions don't understand that that money is available to the individual jurisdictions to purchase right of way at today's prices even if it's 20 to 30 years before you actually build the roadway. A common misconception is that is only available for state highways, that is not the case. You can use it on any corridor in Francis that you may need some extra room on, such as Foothill. You cannot use it for construction.

Sean Lewis brings up the issue of bikes, which has come up on the East side especially in the South Summit area. It is acknowledged that Alison has been working hard on the special event permits, but the fact is bikes are a fact of life. You either accept it deal with it or do not. One of the ideas is Kamas is interested in designating bike routes so that when these special events and weekend warriors come out to play, there will be designated areas that they go through. One of the ideas that Kamas had was to designate Democrat Alley as the bike route, so they are taking them out of the middle of town, so that they are getting the more scenic view of the town. There are good and bad things to that – if they are out of the middle of town they are out of the majority of people's hair but they are not stopping on Main Street to make purchases. So it's kind of a give and take. The questions is, is this something we should take a look at and find a route that Francis would like to have as a designated bike route that we can send these races through? It has been discussed but nothing concrete has been decided. Alison mentions they have discussed Hilltop to Hallam.

Sean Lewis - It is noted that in these special events they are trying to have a regionalized application so that everyone is on the same page and everyone is board. Several people have been sent to Alison for special event permits and she is to be commended for the work she has done. Some of the other jurisdictions turn a blind eye.

Alison Weyher states that Francis Town has a policy for when races use Francis as a rest stop. We are at a good location, you have either come from Jordanelle or you are heading up Wolf Creek or heading down the valley, so this is a good staging area, so we find that a lot of the large races and even some of the triathlons like to stage in Francis and then disperse from this area. In addition, if they are going to stage in Francis they are more than welcome to use this building and the facilities but we charge them a fee. We rent the building to them, we also rent the parking lot, and in addition to that, we require them to name Francis town as an additional insured on their liability insurance policy for their event. So we make sure that town is protected, that we get a little bit of money from them and we try to work with them on some of our requirements including if you are coming through in the middle of the night you have to keep the noise level down. We make them pay

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cleaning deposits and if they do not clean up the facility, they do not get their money back. We make them responsible for keys to the building, which sometimes they lose. It is a work in progress but we are trying to get a handle on it from the towns end but at the same time make them feel welcome.

Sean Lewis asked if there are any other issues.

Alison Weyher asked if you could use corridor preservation money to buy additional right of way to put in a bike lane. Kent answered yes because you are taking the pressure of the road and making it safer. Sean also responded that he would have to double check.

Kent Wilkerson stated that there is a public hearing regarding the Hilltop intersection, regarding the modification of the state transportation improvement plan called STIP, and they have Hilltop road intersection identified as a funding source. He suggests having a plan ready to hand over and show the major issues for the county and they will be programmed in.

Sean Lewis states that the main idea of the transportation master plan is to have a phase program much like STIP where we prioritize projects and then as the county gets funding we can go down the list of priorities. However, if we identify the state roads as part of our plan, then we have done the work for UDOT and they will add to their list of priorities, which is half the battle with UDOT – identifying their problems for them.

Kent Wilkerson states if we do not work together it is hard for us to say “this is our vision” then you are fighting a battle, but if we are all together on the same page usually UDOT will program you in.

Sean Lewis states he would like to present a draft document by the end of the summer and present it to the Planning Commission before it is presented to the Town Council.

Tree City Ordinance

Peter Swisher suggests that the tree city ordinance be tabled for a later date.

Approval of 2011 Meeting Schedule

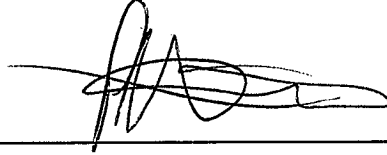
Bryan Betournay motioned to approve the 2011 meeting schedule. Sheldon Thompson seconded the motion. Motioned passed unanimously.

Adjourn

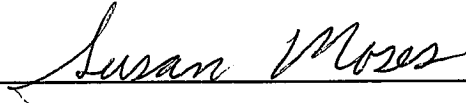
Sheldon motioned to adjourn. Brian Purvis seconded the motion. Motioned passed unanimously. Adjourned at 9:25 pm.

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These minutes were X approved as presented. Approved as amended at the meeting held on February 23, 2011.



Peter Swisher, Chair



Susan Moses, Secretary