



**Work Session Agenda**  
Town of Leeds Planning Commission  
Wednesday, June 5, 2024

**PUBLIC NOTICE** is hereby given that the Town of Leeds Planning Commission will hold a **Work Session** on Wednesday, June 5, 2024, at 6:00 PM at the Leeds Town Hall, 218 N. Main Street, Leeds, UT 84746.

If you are interested in participating remotely via Zoom, please contact  
Town Hall at 435-879-2447 or email the [clerk@leedstown.org](mailto:clerk@leedstown.org) for Zoom details.

The purpose of this work session is to facilitate open dialogue among the Planning Commission, Town Council members (should a quorum be present) and Staff, regarding agenda items.

Public comment will not be taken in this session. Decision-related discussions will be scheduled for a future Planning Commission meeting. This session prioritizes candid idea exchange, with no formal action taken.

**Work Session 6:00pm**

1. Work Session
  - a. Review Consolidated Fee Schedule
  - b. Review Proposed Short-Term Rental Ordinance
  - c. Review Land Use and Zoning Ordinance Alignment with SB 174, Utah State Standards. Highlighting the aim to clarify terms and enhance verbiage to facilitate easier compliance with town objectives

The Town of Leeds will provide reasonable accommodations for persons needing assistance to participate in this public meeting. Persons requesting assistance are asked to call the Leeds Town Hall at 435-879-2447 at least 24 hours prior to the meeting. The Town of Leeds is an equal opportunity provider and employer.

Certificate of Posting: The undersigned Clerk/Recorder does hereby certify that the above notice was posted June 3, 2024, at these public places: **Leeds Town Hall, Leeds Post Office**, the **Utah Public Meeting Notice website** at <https://www.utah.gov/pmn/>, and the **Town of Leeds website** at <http://www.leedstown.org>.

Michelle Rutherford, Town Clerk/Recorder

# Town of Leeds

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## Planning Commission Work Session for Wednesday, June 5, 2024

Call To Order/Roll Call: 6:00pm

ROLL CALL:	<u>Present</u>	<u>Absent</u>
CHAIR: DANNY SWENSON	X	
COMMISSIONER: TOM DARTON		X
COMMISSIONER: KEN HADLEY	X	
COMMISSIONER: LAURIE SULLIVAN	X	
COMMISSIONER: ALAN ROBERTS	X	
COUNCILMEMBER: BRIAN HANSEN	X	
COMMISSIONER: ROCHELLE GARDNER	X	
TOWN PLANNER: SCOTT MESSEL	X	

Also in attendance: Chuck Bentley

### 1. Work Session

#### a. Review Consolidated Fee Schedule

Doris McNally spoke to increasing the Cemetery fees. She provided Fee Schedules for neighboring towns and cities for comparison. She asked that the fees for Internment be increased for non-residents as well as on weekends and holidays. The Commission discussed the reasons for the increase and decided that a proposed increase for non-residents and Saturdays was legitimized and that there will be no burials on Sundays or Holidays. Commissioner Sullivan asked if the price of the plot included perpetual care? Commissioner Roberts explained that the cost of the plot does not include perpetual care and we rely heavily on volunteerism. The Public Works Employees do take care of the cemetery on a minimal basis. Doris explained that Bill Stone will be chemically treating the cemetery but is holding off until the volunteers are done. She pleaded that we increase the Open/Close of Graves fee so that we can increase the amount we pay to our contractor. Alan Roberts explained that the Town has always paid what we were charged, and our contractors have always been very generous with their time and it has never been more than we have charged the family. Additional conversation was had about the actual costs associated with digging a grave. The Commission worked through each line of the proposed cemetery fees. It was decided that moving headstones would not be provided by the town, although a permit would be required. All the legal wording would be on the permit. The dog license will now be dog or cat license increased to \$10 per animal. Building Permit Filing Fee was increased to \$175.00 from \$100.00. The Commission could not explain why the fee was increased, so it was decided to bring it back down to \$100.00.

#### b. Review Proposed Short-Term Rental Ordinance

There was a short discussion because of the time restraint, and it was decided to have further discussion in the Open Planning Commission Meeting.

**c. Review Land Use and Zoning Ordinance Alignment with SB 174, Utah State Standards. Highlighting the aim to clarify terms and enhance verbiage to facilitate easier compliance with town objectives**

Because of the time restraint, this item was tabled.

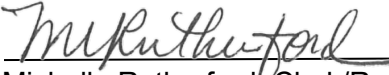
**Adjournment:** 7:03pm

Approved this 7<sup>th</sup> Day of August, 2024.



Danny Swenson, Planning Commission Chair

ATTEST:



Michelle Rutherford, Clerk/Recorder