



Work Session Agenda
Town of Leeds Planning Commission
Wednesday, November 6, 2024

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

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 5:00pm

1. Work Session
 - a. Proposed Ch 15 – Walls, Fences, Landscaping and Buffering, Outdoor Lighting
 - b. Proposed Ch XX – Home Occupations
 - c. Proposed Ch XX – Village Commercial
 - d. Proposed Mixed Use (MU) Zone Ordinance
 - e. Changes to the Land Use Ordinance
 - f. Proposed Ch 20 – Hillside Protection Overlay Zone

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 November 4, 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.leadstown.org>.



Michelle Rutherford, Town Clerk/Recorder

Town of Leeds

Planning Commission Work Session for Wednesday, November 6, 2024

Work Session 5:00pm

Call to Order: 5:10 pm

In Attendance: Chairman: Danny Swenson

Planning Commissioner: Alan Roberts

Planning Commissioner: Chuck Bentley

Planning Commissioner: Laurie Sullivan

Town Clerk: Michelle Rutherford

Also in Attendance: Councilmember Danielle Stirling, Doris McNally, and Susan Savage

The purpose of this work Session was to review the Proposed Ordinances before Public Hearing on December 4, 2024. Open dialog was encouraged. Town Planner Scott Messel was not present. Chairman Swenson chose to discuss Agenda items out of order on the Agenda.

a. Proposed Ch 15 – Walls, Fences, Landscaping and Buffering, Outdoor Lighting

Due to time restraint, this item was tabled until the Special Work Session scheduled for Thursday, November 21, 2024 at 5:00pm. This Ordinance was assigned to Commissioner Bentley to review and report his thoughts and/or concerns in that meeting.

b. Proposed Ch XX – Home Occupations

Due to time restraint, this item was tabled until the Special Work Session scheduled for Thursday, November 21, 2024 at 5:00pm. This Ordinance was assigned to Commissioner Sullivan to review and report her thoughts and/or concerns in that meeting.

c. Proposed Ch XX – Village Commercial

Due to time restraint, this item was tabled until the Special Work Session scheduled for Thursday, November 21, 2024 at 5:00pm.

d. Proposed Mixed Use (MU) Zone Ordinance

Due to time restraint, this item was tabled until the Special Work Session scheduled for Thursday, November 21, 2024 at 5:00pm. This Ordinance was assigned to Commissioner Roberts to review and report his thoughts and/or concerns at that meeting.

e. Changes to the Land Use Ordinance

A copy of the Bed & Breakfast Zone Breakdown map was shown to the Commission. This map will be used by staff when applications are submitted. Definitions were added by Scott that need to be reviewed. Commissioner Bentley brought up a change he would like to make in Bed & Breakfast Inn definition. He did some calculations with the existing percentages and maximum renters and is not happy with the additional potential people at any given time. He suggested an additional change to the definition from 50% of the home down to 35%, and a maximum of 6 people at any given time. Commissioner Roberts reiterated that the objective to this Ordinance is that residential remains residential and it must be owner occupied. Commissioner Bentley also suggested that the 15% per quadrant should be reduced to 10%.

Councilmember Stirling spoke up and said she was told by the attorney that Councilmembers should not attend the Planning Commission Meetings because they are not supposed to influence the Commission in any way. She feels that a lot of what is relayed to the Council is Scott's opinion. He said that an applicant must be in compliance with ALL ordinances. She questioned why CC&Rs are ignored in making approvals for Bed & Breakfasts. Chairman Swenson explained that we do not enforce CC&Rs. The CC&Rs cannot be less restrictive than the town ordinances though. Commissioner Bentley suggested that Zone 5 will be broken down into smaller zones and he will make that map. He also suggested that a question about CC&Rs is added to the checklist for the application. Commissioner Roberts explained to Councilmember Stirling that

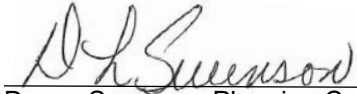
the town cannot deny an application on the sole basis that they may have other Ordinance violations. Changes were made to the Draft. The Commission is waiting for the Draft Ordinance from the Hansen Group.

f. Proposed Ch 20 – Hillside Protection Overlay Zone

Commissioner Bentley met with the Engineer from Sunrise today and has an example to add to the Ordinance. The “Run” has to be figured in intervals of 40 feet. The definition of Slope was explained and Commissioner Bentley explained that 40 feet is a standard in most Washington County Municipalities. That number is what the Engineers have given as an acceptable distance to put into the Ordinance. Any section of the land being surveyed that has a slope exceeding 30% would be protected. It was also explained that the Protection is for natural slopes. The other question about the “100” in the equation was also answered by the Engineer. The 100 is a multiplier to convert the fraction to a percentage. The Commission was satisfied with the Ordinance as it is now written and would like to move forward to a Public Hearing on December 4, 2024.

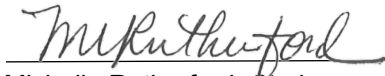
Adjournment: 7:57 pm

Approved this 4th Day of December, 2024.



Danny Swenson, Planning Commission Chairman

ATTEST:



Michelle Rutherford, Clerk