



Work Session Agenda
Town of Leeds Planning Commission
Wednesday, February 5, 2025

PUBLIC NOTICE is hereby given that the Town of Leeds Planning Commission will hold a **Work Session** on Wednesday, February 5, 2025, at 6:00 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 6:00pm

1. Work Session

- a. Review of Zone Change Application for “The Cove” at Silver Reef (Silver Pointe)
- b. Animal Ordinance
- c. Impact Fee Analysis
- d. Accessory Dwelling Units (ADU)
- e. Open Commissioner Seats

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 February 4, 2025, at these public places: **Leeds Town Hall, Leeds Post Office**, the **Utah Public Meeting Notice website** at <https://www.utah.gov/pmnl/>, and the **Town of Leeds website** at <http://www.leadstown.org>.



Michelle Rutherford, Town Clerk/Recorder

Town of Leeds

Town Council Work Session for Wednesday, February 5, 2025

Work Session 6:00pm

Call to Order: 6:00 pm

In Attendance: Chairman Pro Tem: Alan Roberts

Alt. Planning Commissioner: Ken Hadley

Planning Commissioner: Chuck Bentley

Planning Commissioner: Laurie Sullivan

Town Planner: Scott Messel (6:47 pm)

Town Clerk: Michelle Rutherford

Alan Roberts started the Work Session excusing Danny Swenson and Scott Messel, who was tardy.

a. Review of Zone Change Application for “The Cove” at Silver Reef (Silver Pointe)

In December, we were given a binder from “The Cove”. They had a meeting in Town Hall (not a municipal meeting) to answer some questions the public had. The original name was Silver Pointe Estates. The original development had some dwellings up on the hillside during Phase I. This new plan has no development on the hillside. It is now Open Space and the higher levels of contamination are covered by white rock. Michelle Rutherford explained that an Application for a Zone Change was received, but it is not a complete application in. It is the Planning Commission’s job to determine whether or not we have a complete application and do we move forward or not. We were given a Master Development Plan and a Zone Change Application. We did not receive a Preliminary Plat Application either. The Commission is confused as to what the Developer is requesting from us. The only zoning map we have received does not show what zone they would like.

Danielle Stirling added that on The Cove’s Map, they are showing parking in an area that belongs to the Town and we plan to use. She asked that we be very conscientious of this area. She also mentioned that in the Protestant Cemetery, we were given the ok to put columbariums on top of the Unknown graves.

We briefly discussed the remaining Agenda Items while waiting for Scott to arrive.

b. Animal Ordinance

Alan Roberts said there was a committee headed by Tom Darton several years ago who spent hours discussing the Animal Ordinance, and what he brought to the Commission was not what the Committee had agreed to. Several people in that committee were very upset.

c. Impact Fee Analysis

Danielle Stirling mentioned that if the Ordinance is worded properly, cemeteries and parks can be covered under the Parks Impact Fees. Michelle Rutherford shared that the last Impact Fee Analysis for Parks was done in 1997 when the population was in the 200s and the estimated population for 2010 was in the 400s. it’s a study that needs to be put into our Facilities Plan. Our Facilities Plans are so old that they do not even project 2025. We were collecting Public Safety Impact Fees in 2005-2008 and those Impact fees have now been refunded because we did not use them in a timely manner. Some of the funds were spent on the Police Station and the rest has been refunded. A full analysis needs to be conducted for all three funds.

d. Accessory Dwelling Units (ADU)

Due to time constraints, this Agenda item will be addressed during the regular meeting.

e. Open Commissioner Seats

Alan Roberts asked Michelle Rutherford to lead the discussion. We have one open Commissioner seat officially; Ken Hadley is an alternate and he has been sitting in that seat. Danny Swenson has tendered his resignation for personal reasons. We need a new Chairman and ProTem as well as two Commissioners. Alan Roberts has agreed to take on the Chairman role, but it will need to be voted on. Michelle Peot suggested David Rhoads. He is a retired Civil Engineer who is interested in helping.

Danielle asked the Commissioners their opinions about the bids she received for the cemetery project. Michelle R. showed Chuck the colors the other Commissioners chose for the WCWCD Pumphouse and Wall. Chuck asked for the color samples of the water tank.

Adjournment: 6:56 pm

Approved this 5th Day of March, 2025.



Alan Roberts, Planning Commission Chairman

ATTEST:



Michelle Rutherford, Clerk