



Agenda

Town of Leeds Town Council
Wednesday, July 10, 2024

PUBLIC NOTICE is hereby given that the Town of Leeds Town Council will hold a **PUBLIC MEETING** on Wednesday, July 10, 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 Town Council members and Staff, regarding agenda items. Public comment will not be taken in this session. Decision-related discussions will be scheduled for a future Town Council meeting. This session prioritizes candid idea exchange, with no formal action taken.

Work Session 5:00pm

1. Work Session
 - a. Review Hansen Group memo
 - b. Review Proposed Ordinances and set priorities
 1. Land Use Ordinance 2008-04 Revisions
 2. Outdoor Lighting
 3. Mixed Use (MU) Zone
 4. Home Occupations
 5. Adoption of 2024 Southern Utah Trail Standards
 6. Short-Term Rental
 - c. Review Zoning Map and set "Zoning Sections" for SB174
 - d. Review Road conditions and begin Road Plan

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 July 8, 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, Clerk/Recorder

Town of Leeds

Town Council Work Session for Wednesday, July 10, 2024

Work Session 5:00pm

Call to Order: 5:13 pm

In Attendance: Mayor Hoster

Councilmember: Ron Cundick

Councilmember: Kohl Furley

Planning Commissioner: Chuck Bentley

Town Planner: Scott Messel

Town Clerk: Michelle Rutherford

a. **Review Hansen Group memo**

The Town received a memo from Mike Hansen of The Hansen Group regarding the changes they are working on, on our behalf, to the Town's Land Use Code, pursuant to SB174. In this memo, Mike asked the Council to answer 3 questions to help his team move forward.

"Before my team and I proceed with our edits, please let us know your preferences on the following:

1. Whether you would like to proceed with a two-phase or a combined approach for 1-2 family residential subdivisions.

2. If you prefer to stick with the two-phase approach, please let us know whether you would like to review subdivision improvement plans in preliminary or final phases. Note that the Planning Commission cannot be the land use authority for the final phase. Given this, many municipalities choose to review improvement plans in the preliminary phase.

3. Whether you would like the process we develop to apply only to applications for 1-2 family residential use, or whether you would like all subdivisions in the City to follow the same process. If you prefer having one process for all applications, then we can lengthen the review timeline and allow for more review cycles and/or hearings for applications that are not for 1-2 family residential use. We can also make the Planning Commission or City Council the land use authorities for other applications not covered by SB174/HB476 (commercial, multi-family, industrial, etc.)"

Scott Messel broke these options down for the attendees, and a lengthy discussion was had on the matter. He explained that a checklist is key to the process. The clock starts when we receive a complete application. The Subdivision Code and Zoning are two separate things. If the Subdivision Application requires a Zone Change, the Zone Division must be resolved before the clock starts on the Subdivision Application. Councilmember Cundick asked if the Town could hire the Hansen Group to help rewrite the Subdivision Ordinances. The Mayor asked if Chuck Bentley could speak with the Hansen Group on our behalf on a future date.

Scott got Mike Hansen on the telephone to clarify who could be on the Subdivision/Development Review Committee (SDRC). Could the SDRC consist of one Planning Commissioner, one Councilmember, and a staff member? Mike answered that he feels as long as you don't have a quorum, you should be good. There are different opinions on this subject.

The members of Town Council, Planning Commission, and Staff concluded that we prefer the two phase approach laid out by the Hansen Group. (2) The Planning Commission would approve preliminary and construction drawings, the new SDRC would approve the final plat. (3) A separate process would be used for anything except 1-2 Family Residences.

b. Review Proposed Ordinances and set priorities

Scott explained that these Proposed Ordinances have already been given to Planning Commission and we would just like to get them scheduled and prioritized.

1. Land Use Ordinance 2008-04 Revisions
2. Outdoor Lighting
3. Mixed Use (MU) Zone
4. Home Occupations

Mayor Hoster advised Scott to have a conversation with Chairman Swenson and to get (2, 3, and 4) on the Planning Commission agenda.

5. Adoption of 2024 Southern Utah Trail Standards

Scott advised that this has already been approved by Planning and needs to be sent to Town Council for approval.

6. Short-Term Rental

Set for Public Hearing on 8/14. Scott decided he would pull it back for Staff changes.

c. Review Zoning Map and set "Zoning Sections" for SB174

Mayor Hoster communicated that the Town's priority should be zoning what has not been developed yet, first, and then look at what needs to be rezoned afterward. Some of the definitions need some work as well. Scott recommended that we should break down Commercial into categories such as Freeway Commercial and Village Commercial. More conversation was had about possible future legislation and possible zoning.

d. Review Road conditions and begin Road Plan

Councilmember Furley said he drove around Town to check road conditions. The majority of the problems found were in Silver Reef. He does not feel that we need to completely repave roads, we need to chip seal. There are a limited number of businesses in the county that do chip seal. We need to identify which roads need it and then contact the company to produce the aggregate. We also have the opportunity to purchase a used chip seal machine and save the Town from having to pay an outside company. There would be no need to store large amounts of materials for any length of time. Kohl will be providing his list of Priorities.

Adjournment: 6:55 pm

Approved this 14th Day of August, 2024.



Bill Hoster, Mayor

ATTEST:



Michelle Rutherford, Clerk