

Town of Leeds

Agenda Town of Leeds Planning Commission Wednesday, November 1, 2023

PUBLIC NOTICE is hereby given that the Town of Leeds Planning Commission **PUBLIC MEETING** scheduled for Wednesday, November 1, 2023, at 7:00 P.M. This meeting will be held at Leeds Town Hall, 218 N. Main Street, Leeds, UT 84746.

Regular Meeting 7:00 pm

1. Call to Order/Roll Call
2. Invocation
3. Pledge of Allegiance
4. Declaration of Abstentions or Conflicts
5. Consent Agenda: (These items will be a single motion unless removed at the request of the chairman or board Members)
 - a. Tonight's Agenda
 - b. Meeting Minutes of October 4, 2023
6. Announcements:
 - a. Election Ballots mailed Oct. 30. Ballot Box open at Town Hall, hours Mon-Thru 9-2
 - b. Main Street Water Conservancy pipeline project timeline update
 - c. 2024 Halloween Event recap
7. Public Hearing:
 - a. Consideration of Formal Request to Disconnect Parcel Number L-3181 from the Town of Leeds jurisdiction by Craig & Barbara Rentle
8. Action Items:
 - a. Action regarding Formal Request to Disconnect Parcel Number L-3181 from the Town of Leeds
 - b. Action Regarding Draft Consolidated Fee Schedule and recommendation to Town Council
9. Discussion Items:
 - a. Discussion regarding reactivating the Town Hall Siren
 - b. Discussion regarding Town Council request to Planning Commission to update to Land Use Chapter 8, Planned Unit Development
 - c. Discussion regarding Leeds annual Christmas Tree Lighting ceremony
10. Staff Reports
11. Adjournment

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 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 October 30, 2023 at these public places being **Leeds Town Hall, Leeds Post Office**, the **Utah Public Meeting Notice website** <http://pmmutah.gov> and the **Town of Leeds website** www.leedstown.org.



Aseneth Steed, Clerk/Recorder



TOWN OF LEEDS

Planning Commission Meeting

PUBLIC HEARING NOTICE

Notice is hereby given that a Public Hearing will occur at the
Planning Commission Meeting on

Wednesday, November 1, 2023, at 7:00 p.m.

At the Leeds Town Hall 218 North Main Street, Leeds, Utah.

The Leeds Planning Commission will hold a public hearing on the above-mentioned date to consider the following proposed item:

Consideration of a formal request to disconnect Parcel Number L-3181 from the Town of Leeds jurisdiction as required by Utah State Code 10-2-501(3)
Parcel Number L-3181 is currently subject to Town of Leeds regulations and governance. The owners of this parcel have expressed a desire to transfer jurisdiction to the county for consistency with adjacent parcels owned by the petitioners.

Copies of request are available for review at the Leeds Town Hall during regular business hours (9:00 a.m. to 4:00 p.m. Monday – Thursday)

Interested persons are encouraged to attend the public hearing to be held in the Leeds Town Hall at 218 North Main street, or present their views in writing to the Leeds Town Clerk/Recorder prior to the meeting.

Certificate of Posting

The undersigned Deputy Clerk/Recorder does hereby certify that the above notice was posted October 08, 2023. The public places being at Leeds Town Hall, Leeds Post Office, the Utah Public Meeting Notice website <http://pmn.utah.gov>, the Town of Leeds Website www.leedstown.org, also published in the Spectrum Newspaper.

Aseneth Steed
Clerk/Recorder

TOWN OF LEEDS
ORDINANCE 2023-04

Amending Ordinance 2015-09

ADOPTING THE CONSOLIDATED FEE SCHEDULE FOR THE TOWN OF LEEDS

WHEREAS, the Town of Leeds staff reviewed and made recommendations on the Consolidated Fee Schedule, which outlines the costs of town services to comply with Town Ordinances; and,

WHEREAS, at the Town Council Meeting on [insert date], the Town Council discussed the Consolidated Fee Schedule; and,

WHEREAS, the Consolidated Fee Schedule established by Ordinance 2016-08 requires an update and reformatting;

NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF LEEDS, UTAH, that the attached Consolidated Fee Schedule, be adopted, and be effective as of Thursday, [insert date]

THE REVISED ORDINANCE, PASSED AND ADOPTED by the Town Council, of Leeds Town, Utah this ____ day of _____ 2023.

This Ordinance shall be effective

*What to do about the
Grading Permit*

Mayor, Bill Hoster

ATTEST:

Aseneth Steed , Clerk/Recorder

TOWN OF LEEDS

CONSOLIDATED FEE SCHEDULE

Revised by Ordinance 2016-08

Effective Date: December 15, 2016

If review of an application or permit by outside professional service providers is required (in the Town's sole discretion) the Town will provide an estimate of such costs to the applicant. Upon the applicant's payment of the estimated cost, professional services will be provided. Final issuance of the approval or permit requested will not be given until payment in full of the actual cost of professional services is received by the Town.

1. ADMINISTRATION

- a. Certified Mail..... \$10.00
- b. Copies — Customer Provided
 - 1) 8.5" x 11" \$.25 per page
 - 2) 8.5" x 14" \$.25 per page
 - 3) 11" x 17" \$.25 per page
- c. Copies — Legal / Official Documents
 - 1) 8.5"x 11" \$.50 per page
 - 2) 8.5" x 14" \$.60 per page
 - 3) 11" x 17" \$.80 per page
 - 4) Electronic Copy of Public Meeting \$30.00 each
- d. Copies — Maps
 - 1) 8.5" x 11" Black and White \$5.00
 - 2) 8.5" x 11" Color \$7.00
 - 3) 11" x 17" Black and White \$8.50
 - 4) 11" x 17" Color \$10.00
 - 5) 17" x 22" Black and White \$12.00
 - 6) 17" x 22" Black and White \$15.00
- e. Fax Transmissions
 - 1) 1st page sending or receiving \$2.00
 - 2) Each additional page \$1.00 each
- f. GRAMA Requests
 - 1) Request must be in writing, using GRAMA Request Form
 - 2) Once request is received, the Town Office has ten (10) days to fill the request
 - 3) First 15 minutes of research time No Charge
 - 4) After initial 15 minutes \$40.00 per hour
 - 5) Applicant will pay for all additional expenses associated with the government records request, including research, supplies to grant the request, travel expenses, professional fees etc.
- g. Notary Service
 - 1) Resident of Leeds No Charge
 - 2) Non-Resident \$25.00 1st Page/ \$10.00 after
- h Return Check Fee
 - 1) Per returned check \$50.00
- i Staff /Administration Time \$40.00 per hour

2. PROFESSIONAL FEES (Attorney, Engineer, other) Actual Cost to Town

TOWN OF LEEDS

CONSOLIDATED FEE SCHEDULE

Revised by Ordinance 2016-08

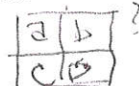
Effective Date: December 15, 2016

3. BUILDING PERMITS AND IMPACT FEES

- a. Building Permit
 - 1) Application & Packet \$5.00
 - 2) Building Permit Filing Fee \$175.00
 - 3) Building Permit Fee Based on Valuation
 - 4) Building Permit Extension Fee 1% of valuation of home
- b. Excavation Permit based on volume of earth removed/cubic yards
- c. Excavation Plan Review based on volume of earth removed/cubic yards
- d. Grading Permit
- d. Impact Fees
 - 1) Park Impact Fee \$1,300.00
 - 2) Road Impact Fee \$3,295.00

4. CEMETERY

- a. Cemetery Plot
 - 1) Standard Burial Plot – Leeds Residents \$400.00
 - 2) Cremains – Leeds Residents \$200.00
 - 3) Standard Burial Plot – Non-Residents \$800.00
 - 4) Cremains – Non-Residents \$400.00 *is this quadrant? What about markers?*
- b. Exhumation \$500.00
- c. Opening & Closing of Grave (Human Remains Only) \$550.00
- d. Opening & Closing of Grave (Cremains) \$350.00 *can people dig their own?*
- d. Moving Headstones Actual Cost to Town
- e. Buy Back Plot Fee \$100.00
- f. Buy Back Plot Original Amount of Plot



5. CIVIL PENALTIES FOR VIOLATION OF ORDINANCES

- a. Abatement Costs
 - 1) Removal of noxious weeds; garbage, refuse, deleterious objects or structures, Including staff time..... \$50.00 per hour
- b. Penalties (Civil Penalties assessed for multiple offenses for previously cited violations within a twelve (12) month period shall be in addition to the civil penalties assessed on the prior citations for the same offense.)
 - 1) First Offense \$130.00
 - 2) Second Offense – Same within twelve (12) months \$325.00
 - 3) Third or More Offense – Same within twelve (12) months \$650.00

6. LICENSES

- a. Alcohol License \$260.00
- b. On & Off Premise, Beer only \$260.00
- c. One Premise, Restaurant Wine and Beer \$260.00
- d. On premise, Full Service

- b. Animal Licenses
 - 1) Dog, each license, up to 4 dogs \$5.00 each
 - 2) Kennel License, for over 4 dogs \$35.00, plus each dog license
 - 3) Commercial Kennel License CUP Category fee plus Business License Fee
 - 4) Late Fee, beginning February 1 \$5.00 per month/per dog
- c. Business License

- 1) General Commercial Only \$65.00
- 2) Home Occupation Only \$.00
- 3) Late Fee, beginning February 1 \$10% of License Fee

TOWN OF LEEDS

CONSOLIDATED FEE SCHEDULE

Revised by Ordinance 2016-08

Effective Date: December 15, 2016

7. PARKS AND BUILDING USE

a. Peach Pit Pavilion

- 1) Cleaning Deposit (Refundable, within 7 days)\$100
- 2) Rental to Town of Leeds Residents (Non-Refundable)
 - 4 hours or less, each day \$35.00
 - Over 4 hours, each day \$65.00
- 3) Rental to Non-Residents (Non-Refundable)
 - 4 hours or less, each day \$65.00
 - Over 4 hours, each day \$130.00
- 4) Rental to Non-Profit Organizations..... No Charge

b. Building Rental as allowed by Town Resolutions

c. Festival Booth Fees\$50.00 for 10X10 non-electric, \$70.00 with power

8. PERMITS

a. Encroachment Permit (Ordinance 2007-08)

- 1) Application Fee\$300.00
- 2) Completion Guarantee Deposit follow county fees, refer to Scott
 - Pavement Surface (including chip/seal) \$3,000.00 up to 70 sq. ft.
 - Pavement Surface (including chip/seal) \$45.00 per sq. ft. over 70 sq. ft.
 - Gravel Surface \$6.00 per sq. ft.
 - Unimproved Surface \$3.00 per sq. ft.

b. Special Events

- 1) Special Event Permit Per Event day..... \$130.00
(Event food trucks must still provide food handlers permit)
- 2) Open Air Display Permit \$125.00

c. , Solicitor, or Itinerant Merchant Permit, Youth enterprises exempt

- 1) Per Week \$100.00
- 2) Per Year \$525.00

d. Sign Permits

- 2) Permanent, Each..... \$65.00
- 3) Temporary, Each..... \$35.00

9. PLANNING / DEVELOPMENT FEES (Non-Refundable)

- a. Annexation Application \$1,000.00
- b. Development and/or Annexation Agreement..... \$500.00
- c. Appeal Application \$700.00
- d. Conditional Use Permit (Ordinance 2008-04; 7.5.)
 - 1) Category 1 \$130.00
 - 2) Category 2 \$450.00
 - 3) Category 3 \$850.00
 - 4) Category 4 \$1,300.00
- e. General Plan Amendment Application \$1,000.00
- f. Hillside Permit Review \$350.00
- g. Lot Line Adjustment \$250.00
- h. Ordinance Amendment Application \$1,300.00

TOWN OF LEEDS

CONSOLIDATED FEE SCHEDULE

Revised by Ordinance 2016-08

Effective Date: December 15, 2016

- j. Site Plan Review
 - 1) Site Plan Review is used for commercial, industrial, and institutional developments; site plans to the Hillside Review Board; \$300.00 plus \$65.00 per acre. Exceptions are Public Schools and minor additions to existing buildings are exempt to site review fee
 - k. Subdivisions
 - 1) Conceptual Review
 - (Fees to be applied to Preliminary Plat Review) 325.00 plus 30per lot
 - 2) Preliminary Plat Review \$ plus \$30 per lot
 - 3) Final Plat Review..... \$500.00 plus \$75 per lot
 - 4) Minor Subdivision \$250.00 plus \$25 per lot
 - 5) Plat Amendment Fee..... \$150 per lot
 - 6) Inspection Fee..... \$13000 per lot
 - If the inspection fee is exhausted before the completion of the subdivision, the developer shall pay the Town of Leeds an amount estimated by the Leeds Engineer or Inspector to be sufficient to cover all inspections.
 - l. Variance Application\$250.00 and admin time @ \$50.00 per hour
 - m. Zoning
 - 1) Design Review Application..... \$350.00
 - 2) Zone Change Application\$1,000.00 plus \$50.00 per acre
 - n. Project or Development Plan Changes \$200.00 per change (plus professional fees)
10. RECORDING FEESPaid by Applicant
11. SERVICE CHANGE, UTILITY PERMITS \$150.00
12. MISCELLANEOUS FEES
- a. Inspection, each hour, 1 hour minimum
 - 1) Residential \$100.00 per hour
 - 2) Commercial..... \$150.00 per hour

Enforcement: Any person who willfully violates any provision of this Ordinance shall be guilty of a Class B Misdemeanor and will be charged the current fees, as established in Washington County.

Repealer: If any provision or clause of this Ordinance or application thereof to any person or entity or circumstance is held to be unconstitutional or otherwise invalid by any court or competent jurisdiction, such invalidity shall not affect other section(s), provision(s), clause(s) or applications hereof, and to this end the provisions and clauses of this Ordinance are declared to be severable.



Index of Town Code Violation Types with Recommended Fines

Note: This index provides a general overview of common town code violation types. It is essential to refer to the specific Leeds Town Code or Ordinance for accurate and detailed information regarding the violations and corresponding penalties.

1. Building and Zoning Violations

- 1.1 Unauthorized construction or alterations - Code: BZ-UC - Fine: \$500-\$2,000
- 1.2 Failure to obtain permits - Code: BZ-FP - Fine: \$200-\$1,000
- 1.3 Violations of building codes - Code: BZ-BC - Fine: \$500-\$2,500
- 1.4 Zoning ordinance violations - Code: BZ-ZV - Fine: \$250-\$1,500
- 1.5 Illegal occupancy - Code: BZ-IO - Recommended Fine: \$500-\$2,000

2. Nuisance Violations

- 2.1 Noise disturbances - Code: NV-ND - Recommended Fine: \$100-\$500
- 2.2 Accumulation of trash or debris - Code: NV-ATD - Recommended Fine: \$200-\$1,000
- 2.3 Unsightly or abandoned properties - Code: NV-UAP - Recommended Fine: \$250-\$1,500
- 2.4 Illegal dumping - Code: NV-ID - Recommended Fine: \$500-\$2,000
- 2.5 Failure to maintain property - Code: NV-FMP - Recommended Fine: \$200-\$1,000

3. Health and Sanitation Violations

- 3.1 Failure to properly dispose of waste - Code: HS-FDW - Recommended Fine: \$100-\$500
- 3.2 Pest infestation - Code: HS-PI - Recommended Fine: \$250-\$1,000
- 3.3 Lack of sanitation facilities - Code: HS-LSF - Recommended Fine: \$500-\$2,500
- 3.4 Contamination of water sources - Code: HS-CWS - Recommended Fine: \$500-\$2,500
- 3.5 Failure to comply with health regulations - Code: HS-FCHR - Recommended Fine: \$250-\$1,500

4. Environmental Violations

- 4.1 Improper disposal of hazardous materials - Code: EV-IDHM - Recommended Fine: \$500-\$2,500
- 4.2 Pollution of air, water, or soil - Code: EV-PAWS - Recommended Fine: \$500-\$2,500
- 4.3 Unauthorized tree removal - Code: EV-UTR - Recommended Fine: \$200-\$1,000 per tree
- 4.4 Wetland or protected area violations - Code: EV-WPV - Recommended Fine: \$500-\$2,500
- 4.5 Failure to comply with environmental regulations - Code: EV-FCE - Fine: \$250-\$1,500

5. Traffic and Parking Violations

- 5.1 Illegal, extended parking or blocking driveways - Code: TP-IP - Recommended Fine: \$50-\$200

6. Business and Licensing Violations

- 6.1 Operating without a valid business license - Code: BL-OB - Recommended Fine: \$500-\$2,000
- 6.2 Violations of specific business regulations - Code: BL-VBR - Recommended Fine: \$250-\$1,500
- 6.3 Failure to comply with health and safety standards - Code: BL-HSS - Fine: \$200-\$1,000
- 6.4 Illegal signage or advertising - Code: BL-ISA - Recommended Fine: \$100-\$500



Index of Town Code Violation Types with Recommended Fines

6.5 Failure to obtain necessary permits for events or sales - Code: BL-FP - Fine: \$200-\$1,000

7. Animal Control Violations

7.1 Violations of leash laws - Code: AC-LL - Recommended Fine: \$50-\$200

7.2 Animal noise disturbances - Code: AC-ND - Recommended Fine: \$100-\$500

7.3 Failure to properly care for animals - Code: AC-CARE - Recommended Fine: \$250-\$1,000

7.4 Keeping prohibited or exotic animals - Code: AC-PE - Recommended Fine: \$500-\$2,500

7.5 Failure to obtain required pet licenses - Code: AC-PL - Recommended Fine: \$50-\$200

8. Fire Code Violations

8.1 Blocked fire exits - Code: FC-BFE - Recommended Fine: \$100-\$500

8.2 Inadequate fire safety equipment - Code: FC-ISE - Recommended Fine: \$250-\$1,000

8.3 Failure to maintain fire alarm systems - Code: FC-FMAS - Recommended Fine: \$200-\$1,000

8.4 Storage of flammable materials in prohibited areas - Code: FC-SFM - Fine: \$200-\$1,000

8.5 Non-compliance with fire safety regulations - Code: FC-NCFR - Recommended Fine: \$100-\$500

*Please note The recommended fines provided are generated based on general knowledge and common practices related to code enforcement violations. Leeds authorities and legal professionals will determine the accurate and up-to-date recommended fines for code enforcement violations within Leeds jurisdiction.

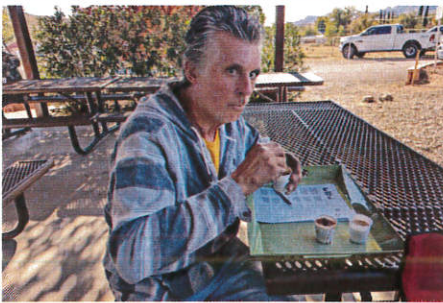
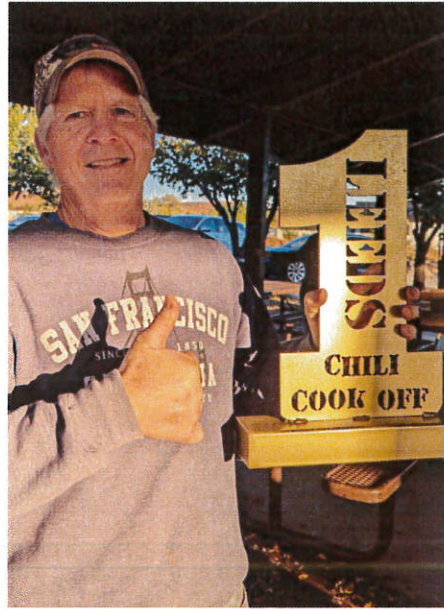
Chili Cook-Off

DATE: SAT. OCTOBER 28th, 2023

TIME: 4 – 6 PM

LOCATION: Leeds Town Park

IMAGES :: Leeds Family Fun Facebook Postings



Zombie Walk

DATE: SAT. OCTOBER 28th, 2023

TIME: 6 PM

LOCATION: Leeds Town Park

IMAGES :: Leeds Family Fun Facebook Postings



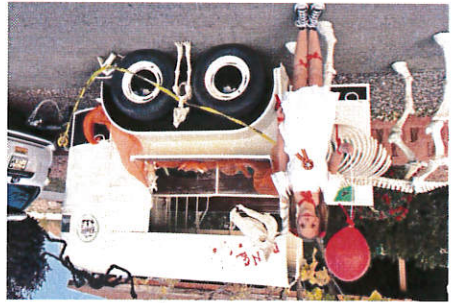
Trunk-Or-Treat

DATE: TUES. OCTOBER 31st, 2023

TIME: 5:30 PM

LOCATION: Leeds Town Park

IMAGES :: Leeds Family Fun Facebook Postings



Fwd: BLOOM COMMITTEE :: OCTOBER 2023 EVENTS RECAP & UPCOMING EVENTS



From Aseneth Steed <clerk@leedstown.org>

To Clerk <clerk@leedstown.org>

Date 01.11.2023 14:51

BLOOM OCTOBER EVENTS.pdf (~4.3 MB)

Hello All,

I have been asked to put together a quick recap of our recent events & also offer some details on upcoming events for tonight's Leeds Planning Meeting. Plus offer any information I have on upcoming events. I'll attend the meeting tonight if questions arise.

So Attached is a preliminary recap for the Chili Cook-Off, Zombie Walk & The Trunk-Or-Treat Events.

Below are some comments on each event and info on upcoming events.

PAST EVENTS

October 28th Events [Chili Cook-Off & Zombie Walk]

Although the weather may have been a little Chilly & Windy. The 6 chefs who submitted entry into this year's Leeds Chili Cook-Off gave the attendees and judges warmth, great community flavor and some smiles & laughter. The Bloom committee first wants to acknowledge the Chefs who participated in this years Cook-Off.

RHONDA McLAUGHLIN – Ra Ra's Chili

ROBIN SNYDER – Snyder's Chili & Da Best Verdi Chili

LARRY BRULEY – Zombie Stew

JULIE BRULEY – Ma Ma's Old Settlers Chili

TRAVIS NAEF – Sizzle & Spice Chili

This year there were some amazing awards donated by our fellow citizens. The gift baskets were filled from items from the following establishments & people:

- Vitality Health 4U
- Janae's Salon
- Casa Tequilana Mexican Cuisine
- Mainly Pizza
- Gibs Popcorn
- Tina Bevans
- Rex Lundgren (crafter an amazing cutting board)
- Leeds Trading Post
- Cody Johnson (made an amazing First Place Metal Trophy)
- Tiffany's Floral
- Tracey Flectur
- Robin Snyder
- Rhonda McLaughlin

The judges had a real hard time choosing from the entries, as they kept asking for more samples of each. Although some speculated they were just wanting more.

As for the bragging rights Travis Naef pulled in First Place for his wonderful Sweet & Spicy Chili. His surprise ingredient. . . Pineapple! Who would a thought.

Second Prize was Awarded to Robin Snyder, who boasted that her special ingredient was LOVE.

Third Prize was awarded to Julie Bruley, who shared her 93 year old Ma Ma's recipe, which offered a wonder maple & bacon flavor.

Directly after the Cook-Off Awards the Zombie Walk took place. It is hard not to laugh when you see kids of all ages scaring themselves silly. The walk also gave a taste of what we could expect at the Trunk-Or-Treat. We want to acknowledge all wo dragged a leg with us on this premiere ghoul feast event.

October 31th Event [Trunk-Or Treat]

First word that comes to mind is **WOW!**

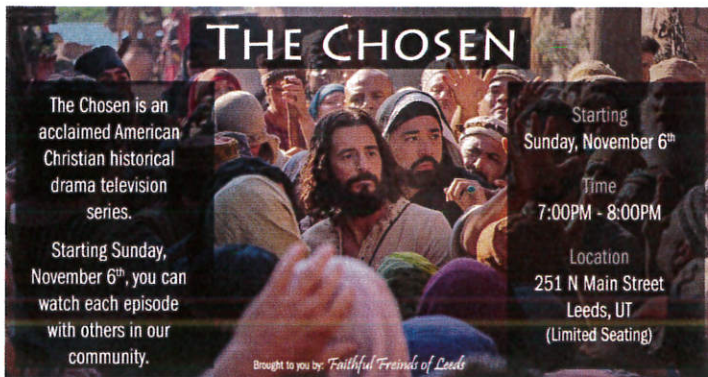
The number of community members who opened up their trucks & hearts to make this years Trunk-Or-Treat event the best for the kids was amazing. It was estimated that 16 vehicles let their tail gates flung open with amazing treat for those who walked by, and one "Trunker" reported that they made 120 Goodie Bags and ran out! It is heart warming to see our community come together to pass on this fun tradition.

Special Thanks to Mark Osmer for assisting in securing Babylon Rd so no vehicles would sneak in to the area the Trick or Treater were walking, and also Jeremy Stratman for the wonderful Hot Chocolate & Marshmallow refreshment he offered to those who might have felt a chill, not from the scare but from the sun going down.

UPCOMING EVENTS

December 1st Event [Christmas Tree Lighting]

Starting this Sunday, (November 6th) the acclaimed American Christian historical drama television series, THE CHOSEN will be played at 251 N Main Street (The building on the left where the OLD Market was located). Seats are limited, the showing will start at 7PM and most episodes run between 35-60 minutes long. This activity is being brought to our community by a small group of people "Faithful Friends of Leeds". If anyone would like further details they can talk to our Town's Planning Commissioner Ken Hadley.



December 1st Event [Christmas Tree Lighting]

Mark your calendars and SAVE the DATE. This years Christmas Tree Lighting is currently scheduled for Friday December 1st @ 7PM @ the LDS Church.



Announcing the
**Leeds 2023
Christmas Tree
Lighting**

SAVE THE DATE

**Fri. - December 1st, 2023
7PM @ The LDS Church.**
for this time-honored tradition

**Celebrate the holidays
with us!**

Join us as we light up Leeds
- Christmas tree -

bloom

December 16th Event [Wreaths Across America]

Another date to put on your calendar is December 16th where we once again will honor those who have served our country with the laying of holiday wreaths on their graves. The event will start @ 10AM at the Leeds Cemetery, then immediately following at the Silver Reef Protestant and Catholic Cemeteries. The Bloom Committee is welcoming donations and volunteers to assist in laying of the wreaths. If you live in the community and have a family member who was in the military, this is a great opportunity to honor their service. Wreaths are \$17.00 each and we have identified 55 individuals who have been interred in our community's cemeteries. So donations are greatly appreciated.



Announcing the Leeds
2023



SAVE THE DATE
Sat. - December 16th, 2023
10AM @ The Leeds Cemetery,
then immediately following at
the Silver Reef Protestant and
Catholic Cemeteries

**HELP US REMEMBER,
HONOR AND TEACH**

We welcome donations and
volunteers to assist in laying
wreaths



Doris McNally



Doris McNally
695 N Juniper Way | Leeds, UT 84746-1108
dorismcnally@awinets.com | +1 (732) 429-4950 mobile

Teach InfoWest Spam Trap if this mail is spam:

REMEMBER: Never give out your account information, password, or other personal information over e-mail.

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Aseneth Steed

Clerk/Recorder (435) 879-2447

PO Box 460879 218 N. Main Street Leeds, UT 84746

E: Clerk@leedstown.org.

<https://leedstown.org>

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Aseneth Steed

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PO Box 460879 218 N. Main Street Leeds, UT 84746

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<https://leedstown.org>

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[Forget previous vote](#)

REMEMBER: Never give out your account information, password, or other personal information over e-mail.

September 12, 2023

Planning Commission
c/o Leeds Town Hall
218 N. Main Street
Leeds, Utah 84746

RE: Request for Disconnection Approval

Dear Sirs:

In January of 2022, my husband and I bought three vacant parcels of land in Leeds, UT (parcel numbers 3182-C-HV; HOSV-2-B-HV; and L-3181). Although all of the parcels are adjacent to one another (two are actually connected by a common boundary line), two fall under the County's jurisdiction and one falls under the jurisdiction of Leeds Town (*Please see the enclosed map marked Attachment #1*).

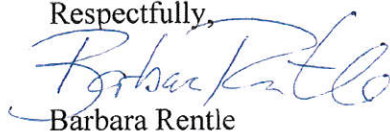
My husband and I desire to have all of our properties fall under one jurisdiction. Not only will this allow for consistency in all matters concerning our land, but as you can see from the attached map, all the parcels immediately surrounding the one at issue are also under the County's jurisdiction (*Please see the enclosed map marked Attachment #2*).

We spoke with Scott Messel at the County, and he stated we needed to get disconnect permission from Leeds first, prior to petitioning the County to take jurisdiction over the property. We reached out to Leeds Clerk Aseneth Steed, and she stated we needed to take the matter to the Planning Commission for consideration. We currently live out of state, so I "attended" the last two Planning Commission meetings via Zoom. However, there really wasn't an appropriate opportunity for me to introduce new business/requests into the full agendas. I am hopeful that this letter can serve to achieve that goal.

We are formally requesting permission to disconnect/de-annex **parcel number L-3181** so that we may petition the County to move it under their jurisdiction.

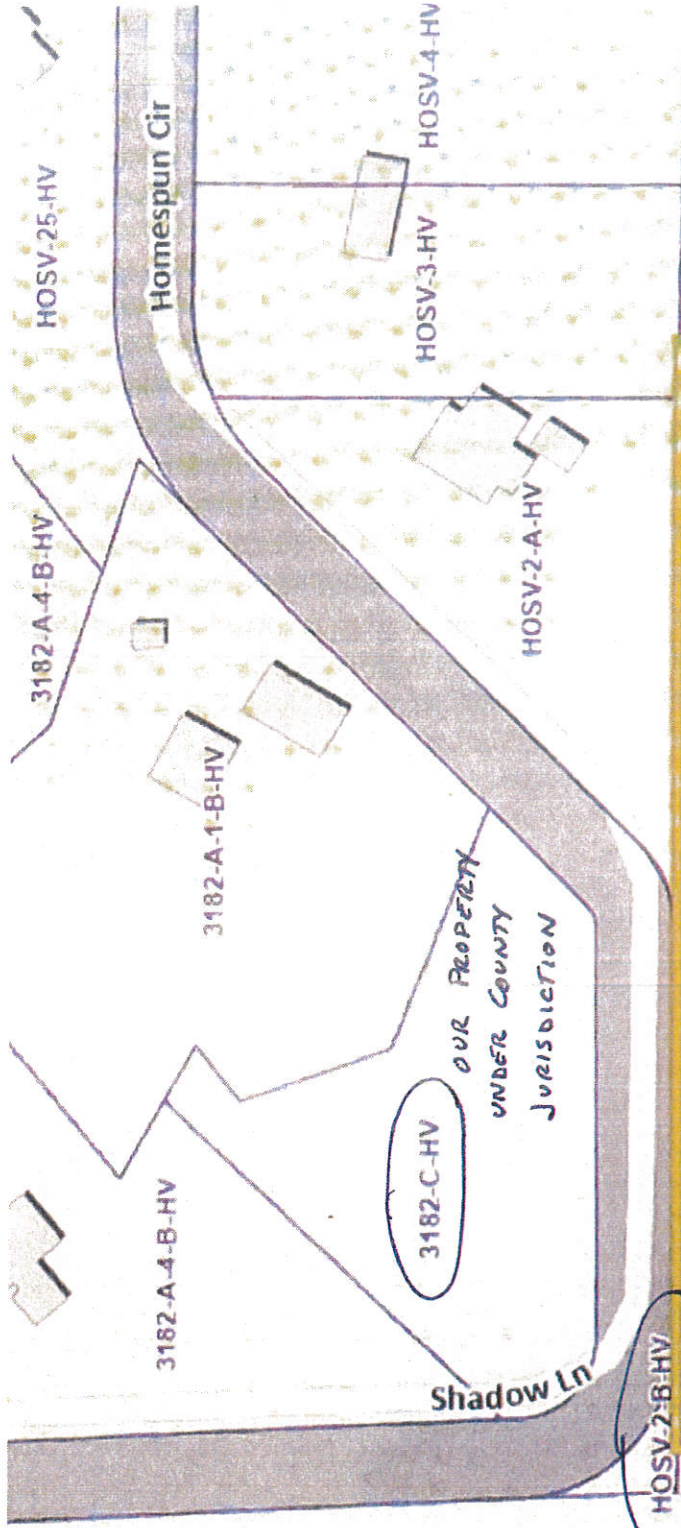
We are grateful for your consideration and we thank you in advance for your time.

Respectfully,



Barbara Rentle

Craig and Barbara Rentle
6 Taylor Avenue
Palm Desert, CA 92260
760-275-8776 (Craig)
760-275-8733 (Barbara)



OUR PROPERTY
UNDER COUNTY
JURISDICTION

OUR PROPERTY
UNDER COUNTY
JURISDICTION

3170-A-HV

Private St

REQUEST
TO
DISCONNECT

L-3181



ATTACHMENT #1

I want to...

L-3170-D

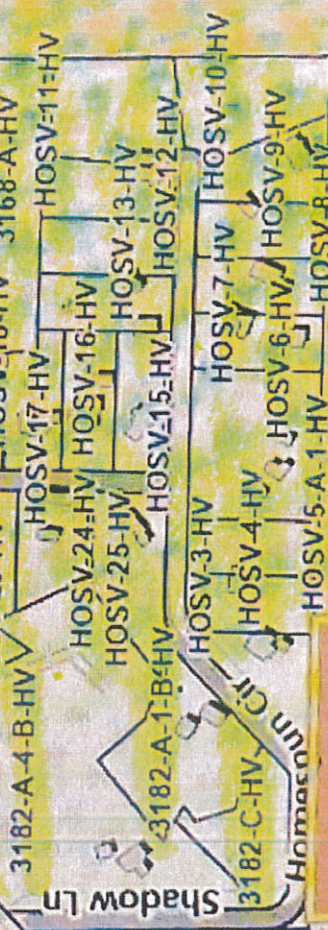
3170-F-HV

3170-A-HV

3180-HV

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3179-A-1-HV



L-3181

ALL COUNTY PARCELS THE AROUND THE OUR ONE AS OF SUBJECT REQUEST.

ATTACHMENT # 2

Town Council Meeting for Wednesday, October 11, 2023

6. Citizen Comments:

Wayne Peterson, a resident of 975 Bonanza Road and former Mayor of the Town of Leeds, raised a matter discussed in a recent planning commission meeting. The zoning in question was R-1-5, with an overlay labeled as L-40. Wayne directed attention to Chapter 12, Section 2.2 of the land use ordinance, which specifically addressed properties of 40 acres or more with 10 or more lots. He highlighted that the plan unit development specified that the "L" value should not exceed 25%, resulting in a reduction.

Furthermore, Wayne emphasized that the overlay on the map was designated as L-40. He recommended that it would be prudent for the Town Council to consider updating the land use ordinance. The rationale behind this update was to ensure that the town's ordinances were consistent with this situation. This situation was unique as it pertained to an area with an alternative method of land use, such as the SITLA development, which covered over 40 acres and included more than 10 lots. The proposed update aimed to align the Town's approval with a 40% reduction, effectively allowing for three-acre lots.

Wayne clarified that the area marked as R-1-5 on the map was the last remaining five-acre zoning in the town of Leeds, and it had not yet been developed. He stressed that this update would not necessarily alter the proposed acreage but was intended to ensure the consistency of town ordinances with the approved plan, preserving good order.

Addressing the zoning, Wayne explained that the current town ordinance indicated the zoning as R-5, while the application from SITLA requested a different zoning designation known as R-3. Wayne clarified that there was no actual R-3 zoning; instead, there was an overlay that allowed for a reduction in acreage under specific conditions, subject to the town's approval.

To ensure compliance, Wayne recommended updating the Planned Unit Development (PUD) chapter of the land use ordinance to permit a maximum reduction of up to 40%, as the current cap stood at 25%. He noted that the cap percentage varied depending on the zone, as specified in the PUD chapter of the land use ordinance. Councilmember Cundick inquired about the map, observing that most of the lots appeared to be smaller than two acres. Wayne clarified that each lot was one and a half acres in size. Although not explicitly stated on the legend, these lots could be permissibly zoned as R-1-2-L-25, allowing for a 25% reduction to achieve the desired one and a half-acre size.

Expanding on the zoning information, Wayne pointed out that the area marked in pink on the map was zoned as R-1-5, adjacent to the five-acre properties. He noted that the zoning did not align precisely, as there were green areas within the orange zoning on the map. Wayne provided an estimate of the total acreage being developed by

multiplying the number of five-acre lots by five and the number of one and a half-acre lots by one and a half. This calculation revealed more acreage than indicated in the map legend, particularly in the one-teens.

Mayor Hoster sought clarification regarding the relevance of the 30% or 40% reduction, to which Wayne explained that it pertained to the reduction allowed in the minimum acreage required. This provision was outlined in Chapter 12.2.2 of the land use ordinance. Although he was not aware of any parcels in Leeds with this specific zoning during his time on the town council, Wayne emphasized that the ordinance allowed for its application in this case.

Mayor Hoster further sought clarification, asking if Wayne's intention was to bring this matter to the council's attention as a request to address the absence of R-1-3 zoning and to ensure that the parcels within the pink area, originally plotted for three to four acres, did not proceed with that zoning change.

Wayne clarified that his preference was for the town to rezone these parcels with the overlay, aligning them with town ordinances. His goal was to prevent this situation from setting a precedent where anyone could request a reduction in acreage for their parcel. Mayor Hoster expressed appreciation for the clarification and apologized for the numerous questions, to which Wayne responded that it was not a problem.

LAND USE ORDINANCE 2008-04

CHAPTER 8

PLANNED UNIT DEVELOPMENT

Amended by Ordinance 2012-03

8.1. PURPOSE.

The purpose of the Planned Unit Development is to allow diversification in the relationship of various uses and structures to their sites, and to permit more flexibility in the use of such sites. The application of planned unit concepts is intended to encourage good neighborhoods, housing or area design, the amount of open space, thus ensuring substantial compliance with the intent of the zone, health, safety, and general welfare, while allowing some advantages to the site planning for residential and commercial zones.

8.2. DEFINITION.

Planned Unit Development, for the purposes of this Ordinance, shall mean an integrated design for development of residential or commercial uses in which one or more of the regulations, other than use regulations, of the zone in which the development is to be situated, is waived or varied. If it is requested to authorize smaller lot sizes while maintaining density requirements then the minimum lot size stated in the specific zoning district may not be reduced by no more than twenty five percent (25%). The variances being requested must be in harmony with the district in which the development is situated and in accordance with an approved plan and imposed general requirements as specified in this Chapter and appropriate Land Use Ordinance.

8.3. PLANNED UNIT DEVELOPMENT PERMIT.

Planned Unit Developments may be recommended to the Town Council by the Planning Commission in any zoning district; however, the primary purpose of allowing larger open spaces is more appropriately achieved using this concept in the smaller zoning districts. No such Planned Unit Development permit shall be granted unless such development will meet the use requirements and limitations of the zoning district in which it is to be located, and the minimum lot size being reduced by no more than twenty-five (25) percent while meeting the density requirement of the zone. Any reductions are based on minimum zone lots size, and other limitations of such Districts, except as such requirements may be lawfully modified as provided by this Chapter or by District regulations. Compliance with the regulations of this Ordinance in no sense excuses the developer from the applicable requirements of the Subdivision Ordinance, and the Land Use Ordinance.

8.4. REQUIRED CONDITIONS.

- 8.4.1.** No Planned Unit Development shall have an area less than that recommended to the Town Council by the Planning Commission as adequate for the proposed development.
- 8.4.2.** A Planned Unit Development request which will contain uses not permitted in the zoning district in which it is to be located will require a change of zoning district and shall be accompanied by an application for a rezoning. In a residential zone, the use must be consistent with the permitted uses in the zoning district.
- 8.4.3.** The development shall be in single or corporate ownership at the time of the application, or the subject of the application filed jointly by all owners of the property.
- 8.4.4.** All lots in a residential zone shall be equal to or greater than the minimum size allowed in the district. If a land overlay zone has been applied then the minimum size will be determined by applying the appropriate percentage.
- 8.4.5.** The Planning Commission shall recommend such arrangements of structures and open spaces within the site development plan as necessary to assure that adjacent properties will not be adversely affected.
 - 8.4.5.1.** Where feasible, least height and intensity of buildings and uses shall be arranged in a manner that provides the best views for the homes in the development and does not reduce the views of the surrounding properties outside of the development.
 - 8.4.5.2.** Lot width, yard, height, and coverage regulations shall be based on those required in the zoning district. Any reduction to these items should not be approved unless extreme circumstances exist in the topography of the land such as steep slopes, rivers, etc. and are included in the application.
- 8.4.6.** Preservation, maintenance and ownership of required open spaces within the development shall be accomplished by:
 - 8.4.6.1.** Dedication of the land as a public parkway system, or;
 - 8.4.6.2.** Granting to the Town of Leeds a permanent, open space easement on and over the said private open spaces to guarantee that the open space remain perpetually in recreational use, with no buildings, structures or fences located in this area, with ownership and maintenance being the responsibility of an Owner's Association

established with articles of association and by-laws which are satisfactory to the Leeds Town Council.

- 8.4.7. Landscaping, fencing, and screening related to the several uses within the site and as a means of integrating the proposed development into its surroundings, shall be planned and presented to the Leeds Planning Commission, together with other required plans for development.
- 8.4.8. The size, location, design and nature of signs, if any, and the intensity and direction of area of floodlighting shall be detailed in the application and be in full compliance with the Leeds Lighting and Sign Ordinances.
- 8.4.9. A grading and drainage plan shall be submitted to the Leeds Planning Commission with the application.
- 8.4.10. A planting plan showing proposed tree and shrubbery planting shall be prepared for the entire site to be developed.

8.5. USES ALLOWED.

Any resident wishing to establish a use other than that permitted in the zoning district shall submit a conditional use permit application with all the required data included.

8.6. COMMERCIAL SITE DEVELOPMENT PLAN.

Application for a Planned Unit Development shall satisfy the requirements of the Commercial Site Development Plan Chapter (Chapter 26).

- 8.6.1. The dimensions, sketch elevation, locations of proposed structures, landscaping, lighting, signage, and exterior veneer.
- 8.6.2. Dimensions and locations of areas to be reserved and developed for vehicular and pedestrian circulation, parking, public uses such as schools and playgrounds, landscaping, and other open spaces.
- 8.6.3. Such other pertinent information, including residential capacity, coverage, and open space characteristics, shall be included as may be necessary to make a determination that the contemplated arrangement of buildings and uses makes it desirable to apply regulations and requirements differing from those ordinarily applicable under this Ordinance.

8.7. REVIEW BY PLANNING COMMISSION.

The Leeds Planning Commission is responsible for reviewing the applications for a Planned Unit Development to insure that it complies with all applicable Leeds

Ordinances and that the following conditions (among others it deems appropriate) be met by the applicant prior to making a recommendation to the Town Council:

- 8.7.1.** That the proponents of the Planned Unit Development have demonstrated to the satisfaction of the Leeds Planning Commission that they are financially able to carry out the proposed project; a performance bond may be required; that the application include letters of authorization or approval from all identities involved that are not part of the Leeds Town government.
- 8.7.2.** That the proponents intend to start construction within one (1) year of the approval of the project and obtains any necessary zoning district change, and intend completing said construction, or approved stages thereof, within four (4) years from the date construction begins.
- 8.7.3.** That the development is planned as one (1) complex land use rather than as an aggregation of individual and unrelated buildings.
- 8.7.4.** That the development as planned will accomplish the purpose outlined in sections 8.1.

8.8. SCOPE OF PLANNING COMMISSION REVIEW.

In carrying out the intent of this Chapter, the Leeds Planning Commission shall consider the following principles:

- 8.8.1.** It is the intent of this Chapter that site and building plans for a Planned Unit Development shall be prepared by a designer or team of designers having professional competence in urban planning as proposed in the application; the Commission may require the applicant to engage such a qualified designer or design team;
- 8.8.2.** The Leeds Planning Commission may recommend approval or disapproval of an application for a Planned Unit Development. If an approval or denial is recommended, the Leeds Planning Commission may attach such conditions as it may deem necessary to secure compliance with the purposes set forth in Chapter 8 before the request is given to the Town Council for final action.

8.9. CONSTRUCTION LIMITATIONS.

- 8.9.1.** Upon approval of a Planned Unit Development by the Leeds Town Council, construction shall proceed only in accordance with the plans and specifications approved by the Leeds Town Council, and the conformity with any conditions attached by the Planning Commission or Town Council.

- 8.9.2. Amendments to approved plans and specifications for a Planned Unit Development shall be obtained only by following the procedures here outlined for first approval.
- 8.9.3. The Leeds Building Inspector shall not issue any permit for any proposed building, structure or use within the project unless such building, structure, or use is in accordance with the approved development plan and with any conditions imposed in conjunction with its approval.

8.10. WALLS OR FENCING.

8.10.1. Subdivision boundary.

To maintain open appearances of neighborhoods, walls and fences on perimeter boundary of projects are discouraged. If the boundary of a residential subdivision boundary is adjacent to a commercial zone then a wall will be required to separate the two.

8.10.2. Lot boundary.

To maintain open appearances of neighborhoods, walls, and fences around the perimeter boundary of the lot are discouraged. If a fence is required by law (i.e. swimming pools) then an open non-wire fence (such as wrought iron) is encouraged. If a fence is required to contain animals, fence selection is encouraged to follow the intent of this chapter.

8.11. PLANNED UNIT DEVELOPMENT APPROVAL.

- 8.11.1. The final approval of a request for a Planned Unit Development will be by the Leeds Town Council. The Town Council may place conditions and/or limitations on the Planned Unit Development. Depending on the size of the Planned Unit Development, the Town Council may request periodic as-built information and drawings. In all cases at the completion of the project, final as-built information and drawings shall be submitted to the Town of Leeds.