

Town of Leeds

Planning Commission Meeting for Wednesday, July 2, 2025

1. Call To Order/Roll Call: 7:00 PM

ROLL CALL:	<u>Present</u>	<u>Absent</u>
CHAIR: CHUCK BENTLEY	<u>X</u>	<u> </u>
COMMISSIONER: KEN HADLEY	<u>X</u>	<u> </u>
COMMISSIONER: LAURIE SULLIVAN	<u>X</u>	<u> </u>
COMMISSIONER: ALAN ROBERTS	<u>X</u>	<u> </u>
COMMISSIONER: DAVID RHOADS	<u> </u>	<u>X</u>
TOWN PLANNER: SCOTT MESSEL	<u>X</u>	<u> </u>

2. Invocation: Scott Messel

3. Pledge of Allegiance

4. Declaration of Abstentions or Conflicts: None

5. Agenda:

a. Tonight's Agenda of July 2, 2025

Motion to approve made by Commissioner Roberts, 2nd by Commissioner Sullivan.

ROLL CALL VOTE:	Yes	No	Abstain	Absent
CHAIR: CHUCK BENTLEY	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
COMMISSIONER: DAVID RHOADS	<u> </u>	<u> </u>	<u> </u>	<u>X</u>
COMMISSIONER: KEN HADLEY	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
COMMISSIONER: LAURIE SULLIVAN	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
COMMISSIONER: ALAN ROBERTS	<u>X</u>	<u> </u>	<u> </u>	<u> </u>

b. Meeting Minutes of June 4, 2025

Motion to approve made by Commissioner Sullivan, 2nd by Commissioner Roberts.

ROLL CALL VOTE:	Yes	No	Abstain	Absent
CHAIR: CHUCK BENTLEY	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
COMMISSIONER: DAVID RHOADS	<u> </u>	<u> </u>	<u> </u>	<u>X</u>
COMMISSIONER: KEN HADLEY	<u> </u>	<u> </u>	<u>X</u>	<u> </u>
COMMISSIONER: LAURIE SULLIVAN	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
COMMISSIONER: ALAN ROBERTS	<u>X</u>	<u> </u>	<u> </u>	<u> </u>

c. Meeting Minutes of June 10, 2025, Work Session

Motion to approve made by Commissioner Sullivan, 2nd by Commissioner Roberts.

ROLL CALL VOTE:	Yes	No	Abstain	Absent
CHAIR: CHUCK BENTLEY	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
COMMISSIONER: DAVID RHOADS	<u> </u>	<u> </u>	<u> </u>	<u>X</u>
COMMISSIONER: KEN HADLEY	<u> </u>	<u> </u>	<u>X</u>	<u> </u>
COMMISSIONER: LAURIE SULLIVAN	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
COMMISSIONER: ALAN ROBERTS	<u>X</u>	<u> </u>	<u> </u>	<u> </u>

6. Announcements:
7. Staff Report:

Michelle Peot: Under notices on our website, we have a emergency order in place for Leeds also, because the State one only applies to unincorporated areas and State Public Lands not Municipalities. We put one in place last Saturday that bans ignition services except for two days for fireworks which is the 4th and the 24th in the Town Park and there is a map.

8. Discussion and Possible Action Items:
 - a. The Cove at Silver Reef

Planner Scott Messel: The Cove at Silver Reef project submitted an application last year to amend their project and they are proposing a zone specific for the development that would be similar to a PDN in a lot of ways it allows for greater flexibility with both the town and the developer to create a project that deals with the property and that is appropriate for the area. There was a public hearing a couple weeks ago on this project, this is at the zone change stage. This would be the zone change and all the exhibits would be a part of that and the development agreement, this would usually be with the legislative body than the planning commission, but the planning commission is reviewing the project and making a recommendation to the Town Council.

Commissioner Roberts: Stating that there are a couple of items that he would want to modify on this staff report. The number of lots the applicant is looking for a maximum of 144 if you look at the proposed to have 1 unit to the acre that is what it originally annexed in as. I would like to strike from the work density of 1 unit to the acre and insert that the subdivision is proposed to have a maximum density of 115 lots. The number is from being approved from 105 lots originally. The question is the density. Adding a variable to that number, I looked at 10% above the original units were.

For clarification on the description, I want to change the proposed trails through the open space, I want to add walking and non-motorized biking trails. Further down where it says open space will remain mostly undisturbed for aesthetic and for mitigating safety with the mine tailing, I want to strike the mine tailing and insert some environmental sensitivity areas.

Commissioner Sullivan: If they did the 115 how big would those lots be?

Commissioner Roberts: Goes over the bullet points of the staff report.

1. The zone change and public hearing were properly noticed.
2. The public hearing was held in the regularly scheduled Planning Commission Meeting.
3. Discussion on the 3rd bullet point Will serve letters from utility and service providers have been provided.

Jared Westoff: We have two different will serve letters one from back in the day for the 105 and one that is more specific for the 22 lots that are currently recorded. We paused until we could work out a more specific will serve letter.

Commissioner Bentley: All the will serves are not in place we can grant this zoning, but they will need to do the will serves with Council.

Commissioner Roberts:

4. The Developer will be involved during the whole construction process.
5. No homes will front or have driveway access to the collector road.

The collector road will potentially connect to the cemetery, Leeds Town Cemetery, there is a right of way through that property.

Commissioner Bentley: Secondary access is squared away do you have agreements on that.

Jared Westoff: There is a section of property that we purchased from Ray Crosby, and that is what we can see on the map. There is another piece of property that has expired we will need to re-up that. The easement off the back side is in place. It is recorded.

Commissioner Roberts:

6. Clustering allows for the most sensitive land to be left undisturbed.
7. The lot width has been increased to 100' to create a more rural feel.

This is where the lot size will be, it will be left to the developer for where the bullet points are here.

8. Project engineering and improvements to infrastructure, geologic hazards will be accomplished and completed as required by the Town Code and other jurisdictional standards and codes.
9. Additional excavation requirements are required as stated in the *Additional Excavation Requirements* document.
10. The creation of the specific The Cove at Silver Reef Zone tied to the development agreement and exhibits is an appropriate means to manage and address the complexities of development of the subject land.

That number 10 that the legislative body needs to be fully engulfed in will be a very crucial document in this zone change.

Commissioner Sullivan: Can we approve the zone change without knowing the development agreement?

Commissioner Roberts: What our position will be is recommendation to the legislative body.

Commissioner Bentley: They are going to stay totally responsible until build out. 115 is the lot amount.

Commissioner Roberts: We need to add a bullet point for the 115 lots.

Commissioner Sullivan: Motioned to approve the recommendation zone change with the changes that we talked about tonight, that its 115 lots, that we change the wording of the mine tailing areas, and that we make sure that it's emphasized that open trails and open space are for walking and non-motorized bikes. We put down a recommendation that will include 11 bullet points.

- a. Motion to approve recommendation with changes made by Commissioner Sullivan, 2nd by Commissioner Roberts.

ROLL CALL VOTE:	Yes	No	Abstain	Absent
CHAIR: CHUCK BENTLEY	X			
COMMISSIONER: DAVID RHOADS				X
COMMISSIONER: KEN HADLEY	X			
COMMISSIONER: LAURIE SULLIVAN	X			
COMMISSIONER: ALAN ROBERTS	X			

Motion to adjourn the meeting made by Commissioner Roberts Seconded by Commissioner Sullivan. All Aye.

Approved this 6th Day of August 2024.

Chuck Bentley Planning Commission Chair

ATTEST:

Cari Bishop, Deputy Clerk

DRAFT