



## Town Council Staff Report

---

### Conditional Use for Full Throttle Dog Camp July 8, 2026

Applicant/Owner: Carl Jessop & Elisha Asencio  
Location: 140 N. Main Street  
Parcel Number: L-61  
Zone: R-R-20

#### Description:

The applicants, Carl & Elisha Jessop, are requesting approval to operate Full Throttle Dog Camp from their home located at 140 North Main Street. The Planning Commission held a public hearing on the application in the June 3, 2026, Planning Commission meeting. After some discussion the Planning Commission tabled the item.

The business provides structured, small group, in-home dog daycare and overnight boarding. The hours of operation are:

Hours of Operation (Appointment Only)

Drop-off & Pick-up Windows: 7:00–9:00 AM 12:00–2:00 PM 4:00–6:00 PM

Extended Hours: 6:00–7:00 PM (additional fee) Emergencies are handled on a case-by-case.

The dogs follow a structured routine including scheduled rest, feeding, and overnight crating. Evening routine runs approximately 7:00–10:00 PM (dinner, downtime, final potty). This structure supports safety and balanced group dynamics. The business owners have strict daycare and boarding behavior requirements (*See Service Contract*).

The use will operate within the existing single-family residence that consists of 2,025 sq. ft., and use no more than 500 sq. ft. will be dedicated for business purposes (although dogs will be allowed to enter or pass through the owner's private residence if a situation warrants it, or the owner determines it is an emergency). No new structures, additions, or exterior modifications are proposed for this CUP. The structure is identical in scale and mass to surrounding residential structures, and from the street, the property will continue to look and function like its neighbors. On-site circulation is unchanged: clients will use the existing driveway (and own plenty of acreage where vehicles will not interfere with traffic whatsoever), and all drop-off and pick-up activity occurs entirely on the property, not on the public right-of-way.

Solid waste will be collected immediately from the yard (with a walk around for any missed waste) daily, stored in sealed, animal-proof containers, and removed from the site weekly through contracted city trash service. Indoor areas will be cleaned and disinfected daily. No waste will be composted, buried, or discharged on site, eliminating odor, flies, and groundwater concerns.

The Planning Commission and Town Council must follow Utah State Code 10-20-506 requirements when reviewing a conditional use application. See below.



### **10-20-506. Conditional uses.**

- (1) (a) A municipality may adopt a land use ordinance that includes conditional uses and provisions for conditional uses that require compliance with objective standards set forth in an applicable ordinance.
- (b) A municipality may not impose a requirement or standard on a conditional use that conflicts with a provision of this chapter or other state or federal law.
- (2) (a) (i) A land use authority shall approve a conditional use if reasonable conditions are proposed, or can be imposed, to mitigate the reasonably anticipated detrimental effects of the proposed use in accordance with applicable standards.
- (ii) The requirement described in Subsection (2)(a)(i) to reasonably mitigate anticipated detrimental effects of the proposed conditional use does not require elimination of the detrimental effects.
- (b) If a land use authority proposes reasonable conditions on a proposed conditional use, the land use authority shall ensure that the conditions are stated on the record and reasonably relate to mitigating the anticipated detrimental effects of the proposed use.
- (c) If the reasonably anticipated detrimental effects of a proposed conditional use cannot be substantially mitigated by the proposal or the imposition of reasonable conditions to achieve compliance with applicable standards, the land use authority may deny the conditional use.
- (3) A land use authority's decision to approve or deny conditional use is an administrative land use decision.
- (4) A legislative body shall classify any use that a land use regulation allows in a zoning district as either a permitted or conditional use under this chapter.

Leeds Town Land Use Ordinance 24.1.6 Conditions: states:

#### **24.1.6 Conditions**

*Each and every one of the following conditions must be observed at all times by the holder of a Home Occupation Business License:*

1. *The home occupation business shall not alter the residential character of the premises by reason of activity, color, design, materials, storage, construction, lighting, sounds, noises, vibrations, dust, odors, noxious fumes, etc., nor shall it unreasonably disturb the peace and quiet of an individual and/or the residential neighborhood, nor interfere with area radio or television reception.*
2. *Outside storage of equipment and/or materials associated with the home occupation business shall not be permitted.*
3. *Only two vehicles may be used in association with the home occupation business. Any vehicles used for the home occupation business shall be limited to a maximum size of one ton gross vehicle weight.*
4. *The home occupation business may be conducted in a garage attached to the residence subject to the following:*



1. *The garage may not be altered in any way that prevents the parking of vehicles within.*
2. *Sufficient off-street parking must be available for the vehicles temporarily displaced by using the garage to conduct the home occupation business.*
5. *No business signs are to be displayed on the residential premises in connection with the home occupation business, except in compliance with the conditions of the Town's sign ordinance. (Ord 2008-04: 22.1.2.2.6.)*
6. *The home occupation business shall not create noise in excess of that which is customary to the immediate neighborhood.*
7. *The home occupation business shall not generate pedestrian or vehicular traffic in excess of that customarily associated with the residential neighborhood in which the use is located.*
8. *There shall be complete conformity with fire, building, plumbing, electrical, and health codes, and with all state and city laws and ordinances.*
9. *There shall be complete conformity with any special condition established and made of record in the home occupation business license by the Town Staff and/or the Planning Commission, as they may deem necessary to carry out the intent of this Chapter.*
10. *The residential premises shall be subject to inspection by the Town of Leeds for compliance purposes upon 48 hours prior notice.*

## **Planning Commission Recommendation:**

The Leeds Town Land Use Ordinance 7.1.7 Planning Commission Action: states:

### **7.1.7 Planning Commission Action**

*The Leeds Planning Commission shall recommend approval or denial of the conditional use permit. In recommending approval of any conditional use, the Leeds Planning Commission shall suggest regulations and conditions, which are necessary to protect the public health, safety, and welfare. In recommending approval of a conditional use permit, the Leeds Planning Commission shall find all of the following:*

1. *That the proposed use is necessary or desirable and will contribute to the general well-being of the community or that the use will not be detrimental to the health, safety, or welfare of persons residing, or working in the vicinity, or injurious to property or improvements in the vicinity.*
2. *That proposed use will comply with the regulations of this Ordinance.*
3. *That the proposed use is in harmony with the intent and purpose of the Leeds General Plan.*
4. *That the request satisfies all evaluation criteria for the district in which the request is being made.*

The Planning Commission reviewed the application for this home occupation in the regularly scheduled Planning Commission Meeting held on July 2, 2026. After some discussion, the Planning Commission recommends the Town Council approve the Conditional Use Permit for a home occupation based on the following findings and subject conditions:

1. The proposed home occupation for a commercial kennel meets the applicable Leeds Land Use Ordinances.



2. Town staff is satisfied that the applicant will meet all the conditions listed in this staff report per Leeds Town Land Use Ordinance Section 24.1.4 Procedure.
3. The permit would not be transferable if the property changes ownership
4. No business signs are to be displayed on the premise
5. The home occupation is a Category I. 1. Home Occupation business that
6. The business is properly insured & licensed
7. The total number of dogs on the property, including the owners' dogs and boarding dogs shall not exceed nine (9) at any time, only five (5) boarded dogs at any time.
8. No more than 25% of the house may be used for the home occupation.
9. All dogs shall be housed indoors overnight, play time is 7am-6pm and quiet time is 6pm-7am except for necessary potty breaks.
10. No dogs shall be housed in outdoor kennels, runs or accessory structures.
11. No more than five (5) dogs may be outdoors at a time.
12. Dogs shall not be left unattended outdoors at any time.
13. Outdoor play hours would be limited to 7am-6pm
14. Dogs associated with the home occupation shall not create sustained barking, howling or yelping audible beyond the property line for more than ten (10) consecutive minutes
15. Verifiable evidence of a violation may include observations by Town officials, animal control officers, law enforcement personnel, written logs, or audio recording and will be accepted by town officials for review.
16. Two verified violations within a twelve-month period may result in review, modification, suspension, or revocation of the Conditional Use Permit for a Home Occupation.
17. All customers drop offs will happen on site and pickups shall occur on site during the following times 7am-9am, 12pm-1pm, and 4pm-6pm.
18. No more than two customer vehicles shall be present simultaneously for boarding activities
19. All animals must be vaccinated.
20. Animal waste shall be cleaned up daily. Animal waste shall be disposed of in a manner that prevents odors, attract rodents or insects.
21. The property shall be maintained in a clean and sanitary condition so as not to create a public health hazard, offensive odor, insect infestation or nuisance.
22. No outside storage of equipment and / or materials associated with the business shall not be permitted.
23. Drop off hours are as follows 7am-9am, 12pm-1pm, and 4pm-6pm.

Attachment 1: Map

Attachment 2: Applicants June 10<sup>th</sup> Letter