

Town of Leeds

Agenda Town of Leeds Planning Commission Wednesday, May 6, 2015

PUBLIC NOTICE is hereby given that the Town of Leeds Planning Commission will hold a **PUBLIC MEETING** on Wednesday, May 6, 2015 at 7:00 P.M. The Planning Commission will meet in the Leeds Town Hall located at 218 N Main, Leeds, Utah.

Regular Meeting 7:00 p.m.

1. Roll Call
2. Invocation
3. Pledge of Allegiance
4. Declaration of Abstentions or Conflicts
5. Consent Agenda:
 - a. Tonight's Agenda
 - b. Meeting minutes from April 1, 2015.
6. Announcements:
7. Public Hearings: None
8. Action Items: None
9. Discussion Items:
 - a. Conditional Use Permit Application, Leeds RV Park
 - b. Site Plan Review Application, Leeds RV Park
 - c. Leeds General Plan
10. Staff Reports
11. Adjournment

The Town of Leeds will make reasonable accommodations for persons needing assistance to participate in this public meeting. Persons requesting assistance are asked to call the Leeds Town Hall at 879-2947 at *least* 24 hours prior to the meeting.

The Town of Leeds is an equal opportunity provider and employer.

Certificate of Posting;

The undersigned Deputy Clerk/Recorder does hereby certify that the above notice was posted May 4, 2015 at these public places being at **Leeds Town Hall, Leeds Post Office**, the **Utah Public Meeting Notice website** <http://pmmutah.gov> and the **Town of Leeds website** www.leedstown.org


Kristi Barker, Deputy Clerk/Recorder

Town of Leeds

Planning Commission Meeting for April 1, 2015

1. Call to order:

Chairman Peters called to order the regular meeting of the Planning Commission at 7:02pm on April 1, 2015, at Leeds Town Hall, 218 N Main.

2. Roll Call:

ROLL CALL:

	<u>Present</u>	<u>Absent</u>
CHAIRMAN: NORM PETERS	<u>x</u>	<u> </u>
COMMISSIONER: ELLIOTT SHELTMAN	<u>x</u>	<u> </u>
COMMISSIONER: DARRELL NELSON	<u>x</u>	<u> </u>
COMMISSIONER: REED BRAITHWAITE	<u> </u>	<u>x</u>
COMMISSIONER: STEVE LEWIS	<u> </u>	<u>x</u>

3. Invocation by Commissioner Nelson.

4. Pledge of Allegiance by Commissioner Sheltman.

5. Declaration of Abstentions or Conflicts: None.

6. Approval of Agenda:

Commissioner Nelson moved to approve tonight's agenda and meeting minutes of January 7, 2015. All voted "Aye". Motion Passed.

7. Announcements: None.

8. Public Hearings: None.

9. Action Items: None.

10. Discussion Items:

a. Open and Public Meetings Act training

Mayor Peterson thanked Planning Commission members for the work that they do. Once a year every public body in the State of Utah is supposed to go through training on the Open and Public Meetings Act to make sure everyone is aware of the requirements.

Mayor Peterson presented a power point presentation provided by OLRGC (Office of Legislative Research and General Counsel) on the Open and Public Meetings Act, Title 52, Chapter 4, of the Utah Code.

b. Leeds General Plan

Bob Nicholson the Town Planner indicated the purpose of a General Plan is to provide a policy document. It is the blue print on how the Town feels it should grow; it's the vision statement and the foundation document for doing Zoning Ordinances and Subdivision Ordinances.

The General Plan is required by State Law under the Municipal Land Use, Development, and Management Act, Title 10, Chapter 9a, Section 401 (10-9a-401).

Bob Nicholson read the Utah Code;

10-9a-401. General plan required -- Content.

- (1) In order to accomplish the purposes of this chapter, each municipality shall prepare and adopt a comprehensive, long-range general plan for:
 - (a) present and future needs of the municipality; and
 - (b) growth and development of all or any part of the land within the municipality.
- (2) The plan may provide for:
 - (a) health, general welfare, safety, energy conservation, transportation, prosperity, civic activities, aesthetics, and recreational, educational, and cultural opportunities;
 - (b) the reduction of the waste of physical, financial, or human resources that result from either excessive congestion or excessive scattering of population;
 - (c) the efficient and economical use, conservation, and production of the supply of:
 - (i) food and water; and
 - (ii) drainage, sanitary, and other facilities and resources;
 - (d) the use of energy conservation and solar and renewable energy resources;
 - (e) the protection of urban development;
 - (f) the protection or promotion of moderate income housing;
 - (g) the protection and promotion of air quality;
 - (h) historic preservation;
 - (i) identifying future uses of land that are likely to require an expansion or significant modification of services or facilities provided by each affected entity; and
 - (j) an official map.

There are a lot of things you can include within a General Plan if it relates somehow to land use and development; but, there are two required in a Town the size of Leeds. Those two mandatory elements are covered in Title 10, Chapter 9, Section 403 (10-9-403).

Bob Nicholson read the two requirements out of the Utah Code;

- (2) (a) At a minimum, the proposed general plan, with the accompanying maps, charts, and descriptive and explanatory matter, shall include the planning commission's recommendations for the following plan elements:
 - (i) a land use element that:
 - (A) designates the long-term goals and the proposed extent, general distribution, and location of land for housing, business, industry, agriculture, recreation, education, public buildings and grounds, open space, and other categories of public and private uses of land as appropriate; and
 - (B) may include a statement of the projections for and standards of population density and building intensity recommended for the various land use categories covered by the plan;
 - (ii) a transportation and traffic circulation element consisting of the general location and extent of existing and proposed freeways, arterial and collector streets, mass transit, and any other modes of transportation that the planning commission considers appropriate, all correlated with the population projections and the proposed land use element of the general plan;

Commissioners and Bob Nicholson reviewed and discussed the General Plan further.

Commissioners will each take home a copy of the General Plan and review it for next month's meeting.

11. Staff Reports: None

12. Adjournment:

Commissioner Nelson moved to adjourn the meeting. 2nd by Chair Peters. All voted "Aye".

Motion Passed.

Time: 8:36pm.

APPROVED ON THIS _____ DAY OF _____, 2015

Norm Peters, Chair

ATTEST:

Kristi Barker, Deputy Clerk/Recorder

DRAFT



TOWN OF LEEDS

218 NORTH MAIN STREET
PO BOX 460879
LEEDS, UT 84746-0879
PHONE: 435-879-2447 FAX: 435-879-6905
E-mail: clerk@leedstown.org Website: www.leedstown.org

CATEGORY	117	FEE	650.00
		(Non-refundable)	
DATE RECEIVED	4-30-15		
BY	<i>[Signature]</i>		

CONDITIONAL USE PERMIT APPLICATION

APPLICANT INFORMATION:

Name: Neil Glauser
 Address: 651 E Vermillion
 Phone: Home: _____ Work: _____ Cell: 435-862-6464
 Email Address: nwglouser@gmail.com
 List nature of business or use applying for: RV gatherings

Property to be used for the following purposes: Leeds RV Park

Legal description of property, (give exact legal description & include: Lot, Block, Subdivision and Tract)
ALL of Lot #2 & #3 Block 11 Leeds Townsite

Property Tax ID# L-37-A
 The property is situated: (Street address or exterior boundaries of area petitioned for change by streets, alley, property lines, etc.)
97 South Valley Road

Attach a plot plan, drawn to scale, of the property involved showing the location of all existing buildings and plans and descriptions of the proposed use of the property with plans for all proposed buildings:

1. Prepare site plans/elevations.
2. Show existing/proposed buildings
3. Show parking/loading areas.
4. Include other pertinent information

The applicant has the ability and intention to utilize said CONDITIONAL USE PERMIT within twelve (12) months from date of final approval; and the applicant understands that this CONDITIONAL USE PERMIT, if granted, becomes null and void and of no effect if unused within twelve (12) months from the date of filing of the application; or if any time after granting, the use is discontinued for a period of twelve (12) months; or if the property is sold or developed by someone other than the applicant.

WHEN A CONDITIONAL USE PERMIT IS GRANTED SUBJECT TO CONDITIONS, SUCH CONDITIONAL USE PERMIT DOES NOT BECOME EFFECTIVE UNTIL SUCH TIME AS THOSE CONDITIONS HAVE BEEN MET.



*NOTE - A CONDITIONAL USE PERMIT does not eliminate the necessity of obtaining a Building Permit or Business License. A Building Permit is required for construction of all buildings in the project.

Are there any deed restriction affecting the use of the property involved? Give expiration date of restrictions.

No

Have all requirements in section 7.9.1 of Land-Use Ord 2008-04 been met? Yes No
Is this a Sexually Oriented Business? (if yes, Addendum for Sexually Oriented Business) Yes No

Applicants Signature [Signature] Address 651 E Vermillion St. Jasper Lt Phone # 435-862-6464
84790

IT IS REQUIRED THAT THE APPLICANT SUBMIT STAMPED ADDRESSED ENVELOPES FOR ALL PROPERTY OWNERS WITHIN 300 FT OF THE AFFECTED PROPERTY.

Town of Leeds Use Only

Application reviewed by: _____ Position: _____

The Town of Leeds Planning Commission recommended: Approval Denial to the Leeds Town Council on _____

The Town Council of Leeds: Approved Denied this Conditional Use Permit on: _____

The applicant is hereby authorized to establish the requested use in accordance with the attached site plan subject to the following conditions:

Mayor, Town of Leeds Date

ATTEST:

Clerk/Recorder, Town of Leeds Date



Application Fee:
\$200.00 Plus \$50.00 per Acre
Non-refundable

250.00

Paid 4-30-08
WB

LEEDS TOWN SITE PLAN REVIEW APPLICATION

Applicant Information

Legal Owner of Subject Property: PUB Park, LLC.

Owner's Mailing Address: PO Box 520965, SLC UT 84152

Owner's Phone: 801-633-6546 Cell # _____

Applicant (if different from Owner) Neil Glawser / will attend meetings
Applicant's phone 435-862-6464 nrwglawser@gmail.com

Property Information

Street Address of Property to be Developed 97 South Valley Road

Assessor's Parcel Number(s) L-37-A

Zoning commercial

Existing Use commercial

Proposed Use commercial

Any Other Relevant Information related to property or proposed project _____

Submit this application along with the Site Development Plan to the LEEDS TOWN HALL with the Building Permit Application.



SITE PLAN REQUIRED INFORMATION CHECKLIST

Per Chapter 26 of Leeds Town Zoning Ordinance a Site Development Plan is required prior to construction and the plan submittal shall include the following items;

1. **Address**
Include current address of project, and the applicant's and plan preparer's name, address, email address, phone and fax numbers.
2. **North Arrow and scale**
3. **Property Lines**
Show Property Lines (call out as PL), and the location, width and description of any easements.
4. **Streets**
Show all existing and proposed streets, including names, centerlines, widths, and future rights of way and improvements.
5. **Fire Hydrants**
Show existing fire hydrants within 300 feet of the project site.
6. **Fire Department Access**
Show proposed Fire Department access lane(s) (*if applicable*).
7. **Dimensions**
Show and dimension all existing and proposed buildings and structures;
 - Show distances between existing and/or proposed buildings.
 - Show all required and proposed building setback lines.
 - Show any nearby buildings, within 30 feet of the subject property lines.
 - Show proposed walls, fences, trash enclosures, accessory buildings, etc.
8. **Parking & Driveways**
Show proposed and existing parking and driveways. Indicate width of driveways and drive aisles, and show distances between driveways. Show parking space dimensions, handicapped accessible spaces, and indicate one-way and two-way drive aisles.
10. **Landscaping**
Show proposed landscaping, including quantity and, locations; a separate landscaping plan may be substituted instead of showing information on the site plan.
12. **Lighting**
Show proposed lighting fixtures in parking areas.
13. **Public Improvements**
Show all existing and proposed public improvements, including water, curbs, gutters, sidewalks, street lights, power lines, utility vaults, and utility poles.



- 14. **Contour Lines (When Requested due to Slope of Property)**
Show existing contour lines and proposed contour lines indicating finished grade on the site; a grading plan may be substituted instead of showing contours on the plan, if desired.

- 15. **Drainage**
Show how storm water drainage will be handled.

- 16. **Legend / Data Box Info**
Provide a **legend** (data box) on the site plan that includes:
 - a. Current Zoning
 - b. Total lot square footage
 - c. Total building square footage
 - d. Building Setbacks
 - e. Building Height (Proposed)
 - f. Parking (show calculations)
 - g. Landscaping
 - h. Proposed Use (e.g. restaurant, retail, office, etc.)(show square footage allocated to each use within building(s).
 - i. For multiple family residential projects; include unit type, number of bedrooms, square footage per unit, unit mix.
 - j. Indicate the intended occupancy type of all buildings.



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LEEDS AREA SPECIAL SERVICE DISTRICT (LASSD)

FIRE DEPARTMENT APPLICATION FOR BUILDING PERMIT Attachment 1

Single family dwelling: Yes _____ No _____

Commercial: Yes No _____

Subdivision: Yes _____ No _____

Name: Leeds RV Park Club House 99 S Ueller Rd

Building Address: _____

Contact Phone Number(s): _____

Contractor Name: Neil Glauser Const.

Contractor Phone Number: 651 E Vermillion 435 862 6464

Please provide the following information:

For Single Family Dwellings:

- Plot plan with the streets and current hydrants on it.
- Measured distances marked on plot map.
- Square footage of home.

Hydrant across street - 300' ok

For Subdivisions and Commercial:

- You must contact the Fire Chief for review of plans.
- NA* Review can take seven (7) to ten (10) working days after plans have been submitted. In some cases, Systems review may take longer.
- NA* Some systems may require outside review and any additional costs will be paid by applicant.

Neil Glauser
Applicant's Signature

4/30/15
Date

I find this applicant has met the requirements set forth by the International Fire Code.

Steve Lewis
Steve Lewis, Fire Chief

4/30/15
Date



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LAND USE DEVELOPMENT

PERMIT APPLICATION Attachment 2

Name of Owner/Builder owner PUB Park, LLC
Builder Neil Glawer

Physical Address 97 So Valley Road
PUB PO Box 520965 SLC UT 84152

Mailing Address glawer 651 E Vermillion St George UT 84790

Home Phone _____ Business Phone PUB 801-633-6546 Cell Phone glawer 435-862-6464

LOCATION OF CONSTRUCTION SITE

Address 97 So Valley Road

Subdivision Name Leeds RV Park

Lot No. #2 & #3 Tax ID Parcel No. L-37-A Zoning Commercial

[Signature]
Signature

4/30/15
Date