

Town of Leeds

Agenda Town of Leeds Planning Commission Wednesday, May 5, 2021

PUBLIC NOTICE is hereby given that the Town of Leeds Planning Commission will hold a **PUBLIC MEETING** on Wednesday, May 5, 2021 at 7:00 P.M. This meeting will be held at Leeds Town Hall, 218 N. Main Street, Leeds, UT 84746.

If you are interested in participating remotely via Zoom, please contact Town Hall at 879-2447 or email Clerk@LeedsTown.org for the Zoom details.

Regular Meeting 7:00 p.m.

1. Call to Order/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 February 3, 2021
6. Announcements
 - a. Dumpster Days, May 21-23, Dumpsters Located on Cherry Lane
7. Public Hearings: None
8. Action Items: None
9. Discussion Items:
 - a. Discussion Regarding Proposed Language to be Added to Building Permits Regarding Fugitive Dust and Construction Noise
 - b. Discussion Regarding Historical Zoning Ordinance
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 879-2447 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 May 3, 2021 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

A handwritten signature in black ink, appearing to read 'Aseneth Steed', written in a cursive style.

Aseneth Steed
Clerk/Recorder

Chapter 9

9.7.6.1 Dust

All excavation associated with construction, road building, mining, or gravel pit operations will be in compliance with an excavation permit issued by the Town of Leeds.

I propose we use the City of ST. George excavation permit with a change in the minimum acreage trigger from one acre to one quarter ($\frac{1}{4}$) acre as well as changes to the form reflecting it as the Town of Leeds. Additionally, I propose we adopt the City of ST. George 'Blasting Air Quality Application Addendum'.

9.7.8 Noise

All construction operations using heavy equipment (including but not limited to bulldozers, excavators, motor graders, drilling rigs) shall not be operated before 7:00 am or after 5:30 pm, weekdays and weekends, within 500 feet of residential housing consistent with section Section 9.6. Failure to comply with this requirement may result in fines or loss of building permit.



Air Quality Permit and Dust Control Plan Requirements

The City of St. George Air Quality Regulations Ordinance 2007-12-005 designates minimum requirements for construction and development activities and other specified land uses in order to reduce fugitive dust and corresponding particulate matter emissions.

Requirements include the submittal of an application for an Air Quality Permit and a dust control plan on projects that are one or more acres in size. The application must be submitted and approved prior to initiating activities on any site that is one or more acres in size. The review and approval for an Air Quality Permit will dovetail with the issuance of a grading and/or building permit.

Applications and specifications can be downloaded from the St. George City web site at www.sgcity.org Reference "Services" then "Forms and Applications".

Development and Construction Activity Projects should reference the "Air Quality Permit Application" and "Project Info Sign Requirements" which pertain to any construction activity involving in aggregate one or more acres of disturbed area.

If you have any questions or need assistance please contact Clint Hafen, Project Manager / Air Quality at 435-627-4058 or clint.hafen@sgcity.org

City of St. George
Demolition Air Quality Application

COMPLIANCE INFORMATION

CITY OF ST. GEORGE – AIR QUALITY OFFICE 435-627-4058
175 East 200 North
ST. GEORGE, UT 84770 WEB www.sgcity.org

Activities that need a permit: An Air Quality Permit is needed for any construction activity that occurs upon 1 acre or more of land. Construction activities shall include but not be limited to: construction of commercial and residential structures, schools, libraries, churches, hospitals, parks, improvements to maintenance and land cleanup, soil and rock excavation or removal, soil or rock crusting or screening, filling, compacting, stockpiling and grading, explosive blasting, demolition, implosion, handling of building materials capable of entrainment in air (e.g. sand, cement powder), dismantling or demolition of building, mechanized trenching, landscaping, or establishing and/or using staging areas, parking areas, material storage areas, or access routes to or from a construction site.

Fee Requirements: Project involving the disturbance of land areas - \$25 per acre; Aggregate crushers, asphalt and concrete plants - \$300 for initial location / \$100 for renewal; Abrasive blasting, demolition projects, explosive blasting and landscape supply yards - \$100 with annual renewal applicable to ongoing business operations.

Penalty and Fine for Non-Compliance: If construction activity begins prior to obtaining a dust control permit the owner or operator shall pay a late fee of twice the normal fee. Each day in which the application and/or payment is not received, is considered a separate offense and separate fines may be assessed.

Review Period: The City of St. George shall have a minimum of ten (10) working days from the date that an application is received to either approve or reject the application and issue the air quality permit.

Life of Permit: This permit is valid for one (1) year from the date of issuance. Renewal of this permit is required unless all disturbed areas on the site are reclaimed or otherwise rendered invulnerable to fugitive emissions. The completion date is when the site has been fully reclaimed and the City has conducted a final inspection to verify site conditions. Where a construction site or any part of a construction site becomes inactive for a period of 30 days or longer, long-term stabilization shall be implemented with fourteen (14) days following the termination of active operations.

Responsible Party: The property owner and/or authorized agent are responsible for the dust control measures through the completion date. The property owner and/or authorized agent are responsible for ensuring that contractors, subcontractors, and all other persons abide by the conditions of the permit. If a violation of the Air Quality Ordinance occurs, a Compliance Advisory Notice will be issued as a warning to encourage prompt, voluntary compliance. Further violations shall result in administrative action that could result in fines not to exceed \$1,000.00.

**1/2" X 11" OR
ON THE PLAN**

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tion
is

City of St. George
Demolition Air Quality Application

APPLICANT SIGNATURE / CITY REVIEW

I HEREBY AGREE TO ABIDE BY THE CITY OF ST. GEORGE AIR QUALITY ORDINANCE BY MAINTAIN DUST CONTROL OF ALL CONSTRUCTION ACTIVITIES AS STATED WITHIN THIS APPLICATION. ALL DISTURBED AREA(S) SHALL BE MAINTAINED TO SUPPRESS FUGITIVE DUST UNTIL THE PROJECT HAS BEEN COMPLETED AND / OR RECLAMATION HAS OCCURRED.

Signature of Owner / Manager: _____ Title: _____

Print Name: _____ Phone #: _____ Date: _____

OFFICIAL USE ONLY FOR CITY REVIEW

Review Comments and / or Additional Requirements

Designated Activity: _____

Required Method: _____

Designated Activity: _____

Required Method: _____

Designated Activity: _____

Required Method: _____

Permit Approved Date: _____ Signature: _____

Permit Denied Date: _____ Signature: _____

Air Quality Management

Date

Air Quality Fee _____ Payment Code 10-3414 Date of Receipt _____

City of St. George
Blasting Air Quality Application ADDENDUM

Project Name: _____

Project Address/Location: _____

Blasting Company: _____

Company Address: _____

Business Phone #: _____ Fax #: _____

Business License #: _____

On Site Contact: _____ Mobile Phone #: _____

LIMITED DETONATION INFORMATION:

Hours for the detonation of explosives shall be limited to between 8:00 am and 5:00 pm Monday through Friday and shall not proceed beyond these hours or on Saturday, Sunday, New Years Day, Memorial Day, 4th of July, Labor Day, Thanksgiving Day, or Christmas Day without prior approval from the City.

Blasting shall be limited and conduction only during favorable weather conditions. No blasting shall be allowed when the National Weather Service forecasts sustained winds above thirty miles per hour (30 mph).

Blasting activities occurring within 1,000 feet of sensitive areas shall receive a higher level of preventative planning. Sensitive receptors include schools, housing, hospital and care facilities and business areas.

Identify the method(s) to be used for dust control.

- ☐ Pre-watering before detonation
☐ Post-watering after detonation
☐ Other (Describe) _____

Signature confirms that I agree to abide with the requirements of the City of St. George Air Quality Regulations.

Contractor / Applicant: _____

Signature

Date

Printed Name

Official Use Only – City Review

Blasting Fee \$100.00	Code 10-3414	Receipt #	
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At the discretion of City officials, a minimum of 24 hours notice will be required prior to blasting.

Additional requirements and/or special conditions:

Development Services Approval _____

Date _____

Farmers Market-Leeds Outpost, 545 N. Main St., LEEDS, UT

(Volunteer Committee Organizing and Planning Meeting Thursday, May 6 - 10:00 A.M.- Ste #6)

MEMORANDUM OF UNDERSTANDING AND GUIDELINES OF PROCEDURE

1. **PURPOSE:** To promote community spirit and bolster citizen involvement.
2. Subject to approval and direction of Leeds Town Leadership, the management and administration of the Farmer's Market shall be under the direction of Town government and/or citizen volunteer service, including registration of marketers on first come first served basis and advertising and promotion of the market.
3. Marketers bear full liability and responsibility for their involvement.
4. Marketers bear any and all fees and or licensing required by State, County or Town of Leeds.
5. Property owner, officers and directors assume no liability or responsibility for marketer's equipment, supplies, materials, and customers.
6. Marketing display space to be approximately 10 X 12 feet along south edge of asphalt parking area and is provided at no cost by Owner.
7. Marketers bear full responsibility for own ground cover, sales tables or display materials, and portable shade.
8. Hours of operation to be 10 a.m. to 1:00 p.m. on Saturday and premises to be cleared by 2:00 p.m. with removal of all personal items including trash.
9. Driveway must be kept open and free of obstruction between displays and the building for Postal Service delivery, tenant ingress/egress, and emergency/service vehicles. No parking behind building.
10. Patronage parking is free and encouraged to be on vacant land south of market site and fencing yard.
11. Marketer is fully responsible for customer behavior at location of market.
12. Only OUTPOST tenants may display wares in front of their leased space.
13. OWNER reserves the right to cancel and terminate this operation at any time and for any reason with reasonable notice and shall incur no obligation, responsibility, or penalty to or from any participant or the Town of Leeds.

COLEMAN HOLDINGS 2020, INC.

Citizens may email Jim@ReloRep.Com with suggestions or questions until Market Contact is named

LAND USE ORDINANCE 2008-04

CHAPTER 19

HISTORICAL PUBLIC PARK DISTRICT (HPP)

19.1. PURPOSE.

The Town of Leeds character is not something that is tangible, so much as it is a feeling that is evoked by its people, natural setting and built environment. These three elements make an area more enjoyable, memorable and foster emotional connection to place. Both place making and place keeping require thoughtful and careful planning practices. The Town of Leeds desires to preserve the cultural and historic heritage within the Town of Leeds with the Historic Overlay Zone. The where the public may appreciate the historical role the property and or structure(s) played and increase their knowledge.

19.2. PERMITTED USES.

19.2.1. Intact historical buildings

19.2.2. Historical ruins

19.2.3. Replicas or Reconstruction of historical buildings

19.2.4. Walking trails

19.2.5 Artifacts Displayed on Park Grounds

19.3. PERMITTED ACTIVITIES.

19.3.1. Museum with Associated Gift Shop

19.3.2. Educational Lectures, Programs, Workshops and Exhibits

19.3.3. Historical and Informational Plaques

19.3.4. Meeting Facilities for nonprofit and other organizations or groups

19.4. OPERATING ENTITIES

Entities operating on historical park property must be either the public entity which owns the property or a 501(c)(3) organization or other not-for profit approved by the public entity which owns the property.

19.5. STANDARD OPERATING HOURS

19.5.1 Except for self-guided outdoor activities, standard operating hours within historical park buildings shall not begin prior to 8am, nor extend past 6pm, Mondays through Saturdays. There shall not be any standard operating hours within historical park buildings on Sundays.

19.5.2 Workshops, member appreciation nights, donor recognition nights, and board meetings may be held indoors until 10pm, excluding Sundays.

19.6. SPECIAL EVENTS.

19.6.1. Inside Events

Special Events inside a Public Park Building may be approved by Town Staff, provided such approval is requested at least seven (7) days in advance of the Special Event and specifies the maximum attendance. Demonstration animals will be permitted as part of a Special Event. Town Staff will determine that no Town ordinances are being violated by the Special Event and, if there are no violations, provide approval. If approval is denied Town Staff shall inform the applicant of the ordinance that would be violated by the proposed Special Event.

19.6.2. Outside Events and Night Events

Individuals or groups receive approval to host a Special Event held on a historic site, historic park or property. Such events may include; farmers market, craft fair, festivals, demonstration, plays or reenactments, fun runs or other appropriate events. All Special Events must be approved by Town Staff. Event organizers must submit a Special Event Permit Application at least fourteen (14) days in advance of the proposed Special Event. Special Event Permit requirements can be found in _____ section of The Town of Leeds Ordinances. Town Staff will determine that no Town ordinances are being violated by the Special Event and, if there are no violations, provide approval. If approval is denied Town Staff shall inform the applicant of the ordinance that would be violated by the proposed Special Event. Special Events approved by Town Staff shall not begin prior to 8am, nor extend past 10pm. Special Events outside a historical public park building that will generate noise above that of the spoken voice or that will extend past 10pm require Town Council approval at least twenty-one (21) days in advance of the Special Event with a maximum attendance being specified. Gunfights will not be permitted unless approved by the Town Council as part of a historically focused Town celebration, or a historically based event having occurred on the Park property, and will be subject to specific noise restrictions and maximum attendance set by the Town Council.

19.7. DEVELOPMENT STANDARDS.

19.7.1. Height, Width And Setback Requirements.

Height, width, setback and overall scale and massing of new buildings within a historic district should be compatible with surrounding historic buildings and the overall streetscape.

19.8. SIGNS.

See Sign Ordinance, Chapter 22.

19.9. LIGHTING.

All lighting must comply with the Leeds Lighting Ordinance.

19.10. PARKING.

Compliance with parking requirements in a Historical Public Park District in Chapter 6 is mandatory.

19.11 NON-CONFORMING USE

The existing structures, ruins, artifacts and signage at the time of passage of this ordinance on or related to parcels rezoned as Historical Public Park concurrent with the adoption of this ordinance are acceptable to the Town Council of the Town of Leeds and will be considered a non-conforming use if subsequently determined to be inconsistent with this or any other ordinance of the Town of Leeds.

Insert Section 6.4.11, making 6.4.11 now 6.4.12

6.4.11 Historical Public Park:

One off-street parking space for every two attendees expected during standard operation or permitted at any Special Event.

At the end Section 6.7., after 6.7.4. add:

The Town Council may adjust any of the above requirements in a Historical Public Park zone, if it is determined that doing so would better maintain the original look of the historical site or preserve artifacts which may lie on or beneath the surface.

Chapter 22 Signs

Amend

- 22.2.2.4.3. **Plaques:** Plaques shall be no more than ~~six~~^{three} (6~~3~~) square feet in total area and shall be fastened directly to a building or a pedestal built specifically to display the plaque. The purpose of the plaque shall be to commemorate a historical event or time frame, location or personality, or be of cultural interest, for which the Town Council has granted written permission. In a Historizone plaques and signs may be displayed to identify and provide information regarding historical buildings, historical sites and events, artifacts, and walking trails. If the plaque is mounted on a pedestal built for mounting the plaque the pedestal shall not exceed ~~six~~^{three} (6~~3~~) square feet in width and depth or more than five (5) feet in height. The pedestal shall be located as to not interfere with traffic or pedestrian traffic and must be approved in writing by the Town Council

Chapter 9

9.7.6.1 Dust

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City of St. George
Demolition Air Quality Application

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175 East 200 North		
ST. GEORGE, UT 84770	WEB	www.sgcity.org

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Life of Permit: This permit is valid for one (1) year from the date of issuance. Renewal of this permit is required unless all disturbed areas on the site are reclaimed or otherwise rendered invulnerable to fugitive emissions. The completion date is when the site has been fully reclaimed and the City has conducted a final inspection to verify site conditions. Where a construction site or any part of a construction site becomes inactive for a period of 30 days or longer, long-term stabilization shall be implemented with fourteen (14) days following the termination of active operations.

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City of St. George
Demolition Air Quality Application

APPLICATION FOR AIR QUALITY PERMIT

Date of Application: _____

CITY OFFICE USE ONLY

Permit Number _____

Issue Date _____

Expiration Date _____

Fee Amount _____

PROPERTY OWNER INFORMATION

Name: _____

Business Phone: _____

Address: _____

Fax Number: _____

Contact Person: _____

Cell Phone: _____

CONTRACTOR INFORMATION

Name: _____

Business Phone: _____

Address: _____

Fax Number: _____

Contact Person: _____

Cell Phone: _____

DEVELOPER INFORMATION

Name: _____

Business Phone: _____

Address: _____

Fax Number: _____

Contact Person: _____

Cell Phone: _____

PROJECT INFORMATION

Project Name: _____

Project Address: _____

Estimated Start Date: _____

Anticipated Completion: _____

Days of Operations: _____

Hours of Operations: _____

A SITE PLAN MUST BE SUBMITTED AS AN ATTACHMENT TO THIS APPLICATION ON AN 8 1/2" X 11" OR LARGER SITE MAP OR PLAT OF THE PROJECT LOCATION. SHOW ALL REFERENCED ITEMS ON THE PLAN

ITEMS TO IDENTIFY ON SITE PLAN (check all items that pertain to your project)

☐

Primary Ingress / Egress

☐

Clearing and Leveling of Land

☐

Project Information Sign Location

☐

Earth Moving and Excavation

☐

Material Processing Area

☐

Surface Mining Operations

☐

Material Storage Area

☐

Unpaved Roads

☐

Haul Roads and Yard Areas

☐

Water Source Location

☐

Drilling, Blasting and Pushing

☐

Employee Parking Area

City of St. George
Demolition Air Quality Application

SCOPE OF PROJECT (check all that apply)

- ☐ New Development Project
- ☐ Land Clearing, Excavation, Grading, Earth Moving Operations
- ☐ Materials Plant Operations
- ☐ Demolition Project
- ☐ Explosive Blasting
- ☐ Abrasive Blasting
- ☐ Landscape Supply Facility
- ☐ Other: _____

TOTAL AREA TO BE DISTURBED (acres or square feet) _____ acres OR _____ sq. ft.

FUGITIVE DUST CONTROL REQUIREMENTS

Reasonably available controls shall be provided to prevent fugitive dust emissions from becoming airborne. These controls shall be implemented on a 24/7 basis. The Development Services Department reserves the right to require additional control measures if the measures as stated herein are not employed, or prove to be insufficient to control fugitive emissions. Deposition of material on the public right of way either through erosion or tracking that is not cleaned promptly will be considered a violation and may result in a stop work order and/or violation.

FUGITIVE DUST CONTROL EQUIPMENT AND METHODS (check all that apply)

- | | |
|---|---|
| ☐ Water Truck (capacity in gallons _____) | ☐ Pre-Watering of Areas |
| ☐ Water Pull (capacity in gallons _____) | ☐ Post-Watering of Areas |
| ☐ Stand Tank (capacity in gallons _____) | ☐ Water Spray at Conveyor Drop Locations |
| ☐ Fire Hydrant Hand Line Location | ☐ Track-Out Pad Installations(s) |
| ☐ Land Line Sprinkler Distribution System | ☐ Crusting of Land Areas |
| ☐ Minimization of Phasing of Disturbed Areas | ☐ Other (specify) _____ |

RESPONSE TO FUGITIVE DUST COMPLAINTS MUST OCCUR WITHIN ONE (1) HOURS OF CONTACT

PLEASE LIST THE RESPONSIBLE PERSON(S) FOR 24/7 CONTACT ON DUST CONTROL CONCERNS

Principal Contact	_____	Daytime #	_____	After Hours #	_____
On Call Contact	_____	Daytime #	_____	After Hours #	_____

Project Information Sign Requirements

Any activity that requires a dust control permit shall install and maintain a Project Information Sign in accordance with the attached requirements (note attachment reference the requirements and an example of a Project Information Sign).

City of St. George
Demolition Air Quality Application

APPLICANT SIGNATURE / CITY REVIEW

I HEREBY AGREE TO ABIDE BY THE CITY OF ST. GEORGE AIR QUALITY ORDINANCE BY MAINTAIN DUST CONTROL OF ALL CONSTRUCTION ACTIVITIES AS STATED WITHIN THIS APPLICATION. ALL DISTURBED AREA(S) SHALL BE MAINTAINED TO SUPPRESS FUGITIVE DUST UNTIL THE PROJECT HAS BEEN COMPLETED AND / OR RECLAMATION HAS OCCURRED.

Signature of Owner / Manager: _____ Title: _____

Print Name: _____ Phone #: _____ Date: _____

OFFICIAL USE ONLY FOR CITY REVIEW

Review Comments and / or Additional Requirements

Designated Activity: _____

Required Method: _____

Designated Activity: _____

Required Method: _____

Designated Activity: _____

Required Method: _____

Permit Approved Date: _____ Signature: _____

Permit Denied Date: _____ Signature: _____

Air Quality Management

Date

Air Quality Fee _____ Payment Code 10-3414 Date of Receipt _____

City of St. George
Blasting Air Quality Application ADDENDUM

Project Name: _____

Project Address/Location: _____

Blasting Company: _____

Company Address: _____

Business Phone #: _____ Fax #: _____

Business License #: _____

On Site Contact: _____ Mobile Phone #: _____

LIMITED DETONATION INFORMATION:

Hours for the detonation of explosives shall be limited to between 8:00 am and 5:00 pm Monday through Friday and shall not proceed beyond these hours or on Saturday, Sunday, New Years Day, Memorial Day, 4th of July, Labor Day, Thanksgiving Day, or Christmas Day without prior approval from the City.

Blasting shall be limited and conduction only during favorable weather conditions. No blasting shall be allowed when the National Weather Service forecasts sustained winds above thirty miles per hour (30 mph).

Blasting activities occurring within 1,000 feet of sensitive areas shall receive a higher level of preventative planning. Sensitive receptors include schools, housing, hospital and care facilities and business areas.

Identify the method(s) to be used for dust control.

- ☐ Pre-watering before detonation
☐ Post-watering after detonation
☐ Other (Describe) _____

Signature confirms that I agree to abide with the requirements of the City of St. George Air Quality Regulations.

Contractor / Applicant: _____

Signature

Date

Printed Name

Official Use Only – City Review

Blasting Fee \$100.00	Code 10-3414	Receipt #	
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At the discretion of City officials, a minimum of 24 hours notice will be required prior to blasting.

Additional requirements and/or special conditions:

Development Services Approval _____

Date _____