

Town of Bluff

Planning and Zoning Commission Regular Meeting

Wednesday, August 16, 2023 at 6:00 pm

VIRTUAL - Bluff Community Center

190 North 3rd East, Bluff, Utah 84512

APPROVED

6:01 Roll Call: Amanda Podmore (Chair), Marcia Hadenfeldt, Malia Collins, Ed Dobson, Brian Whitney (excused) Town Council Representative: Luanne Hook

Approval of minutes from 8/2/2023 regular meeting: The minutes were corrected for clarity, spelling and typos. Hadenfeldt motioned to approve the minutes as corrected, Collins seconded: Amanda Podmore (aye), Marcia Hadenfeldt (aye), Ed Dobson (aye), Malia Collins (aye). The motion was passed. The minutes were approved.

Public Citizens to Be Heard: none

Old Business

1. Update from Town Council: Hook reported that the Town Council:

- * held a public hearing on the fee schedule on 8/8 and passed it at the regular 8/8 Town Council meeting.
- * 8/8 Town Council Meeting was attended by County Commissioner, Jamie Harvey.
- * received a \$50,000 USDA grant for the CCC fire suppression.
- * added 8/22 to their regular meeting schedule.
- * held a public hearing on the Acton/SITLA proposed disconnect. The Town Council has 45 days to decide and vote. The public may provide written comments until 8/29. Hook also stated that zoning and conditional-use restrictions were mentioned in the hearing discussions.

2. Update on aviation ordinance recommendation to Town Council: none

3. Update on Twin Rocks sign that was installed without a sign permit: none

4. Site Plan Application Form approved by legal counsel: Discussion involved spelling corrections, whether a hyper-link could be included linking directly to the fee schedule and checking whether there is a specific time frame required for a P&Z response to a level II application. These will be addressed through the town manager.

New Business

5. Land Use Clearance Review: none

6. Master Fee Schedule: It was noted that the fee schedule will be/is posted on the town website and that it is effective immediately. It was also noticed that under the Land Use Clearance section, land partition applications were overlooked. The current payment process is for checks to go to the town manager.

7. Land partition application/zoning code language review for consistency: The Commissioners noted that under the current ordinance, a survey requirement is not mentioned but is referenced in the application form. A decision was made to note on the application form

that a survey is not required to apply for a land partition but that a survey will be required to create a final plat of any approved partition.

8. Planning & Zoning physical-paperwork process: All P&Z physical-paperwork is to be submitted to the Town Manager for filing at the town offices.

9. Scheduling an RV ordinance work session: The work session is scheduled for 9AM on September 1st.

10. Items for next agenda:

- * Question/s from Cody Little
- * Bike Utah presentation
- * RV ordinance update
- * Aviation ordinance update
- * Twin Rocks sign update
- * Enforcement discussion

11. Other: none

Collins made a motion to adjourn the meeting, Hadenfeldt seconded, the vote was unanimous and the meeting was adjourned at 6:50 PM.