

# **Town of Bluff**

## **Planning and Zoning Commission Regular Meeting Minutes APPROVED**

**Wednesday, July 17th, 2024 at 6:00 pm**

**VIRTUAL**

**190 North 3 rd East, Bluff, Utah 84512**

**6:01 pm Roll Call:** Amanda Podmore (chair), Marcia Hadenfeldt (vice-chair), Ed Dobson, Malia Collins, Brian Whitney (excused)      Town Council Representative: Luanne Hook      Ann Leppanen

**Public Comment:** Three minutes per comment: Mayor, Ann Leppanen introduced Melanie Daniels who has been hired by the Town Council to fill the bookkeeper/note-taker position.

**Approval of meeting minutes from 6/5/2024 regular meeting:** Clarifying details were added. Collins motioned to approve the minutes as edited, Hadenfeldt seconded: Podmore (aye), Hadenfeldt (aye), Dobson (aye), Collins (aye). The motion passed. The minutes were approved.

**Approval of meeting minutes from 7/10 work session:** Information was added for clarity. Collins motioned to approve the minutes as amended, Hadenfeldt seconded: Podmore (aye), Hadenfeldt (aye), Collins (aye), Dobson (abstained). The motion passed. The minutes were approved.

### **Old Business**

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

- \* will give depositions in August for the disconnect litigation.
- \* has purchased another light-meter for Dark Sky monitoring.
- \* hired Malia Collins as Project Manager for the CCC renovation.
- \* reported that UDOT has been awarded a grant related to the Transportation Plan.
- \* met with the town Strategic Plan consultants and noted that the P&Z Commission was identified as the 'stakeholder' on a section referring to the development of a noise ordinance. (Discussion led to a decision to include this on the next agenda.)

**2. Update on San Juan County Proposed Zoning Ordinance:** none: The proposed ordinance is currently under legal review at the county level.

**3. Sign Ordinance/Dark Sky compliance: information concerning lumens for canopy lighting:** tabled

**4. Update on Sign Permit Application and Change of Use Application:** The Sign Permit and the Change of Use Application were made 'fillable' for applicants and will be posted on the town website.

**5. Update on public handout of LUCs vs Building Permits:** The handout had been submitted to the county for review. The county indicated that HVAC systems also require a building permit. Input and review of the document will also be requested of the Town Council before posting.

**6. Review of subdivision ordinance from the Hansen Group & next steps:** The Commissioners reviewed the draft ordinance submitted by the Hansen Group noting some responses and adding some questions. It was agreed to invite the Hansen Group to a work session/meeting. (See item #8 below)

**New Business**

**7. Land Use Clearance Application:** none

**8. Schedule an RV Ordinance work session:** The Commissioners agreed to schedule 2 work sessions: 1 for the RV Ordinance and 1 for the Subdivision Ordinance. July 24th at 9AM and August 1st at noon were selected. The Commission will offer these dates to the Hansen Group for their consideration.

**9. Physical posting of agendas:** Dobson noted that he is willing to continue posting the agendas. It was agreed that each Commissioner would respond to the Chairman's meeting-agenda email in order to confirm that it had been received .

**10. Items for next agenda:**

\*Noise Ordinance discussion

\* canopy lighting discussion

\* draft RV Ordinance update

\* draft Subdivision Ordinance update

**11. Other:** none

**Collins motioned to adjourn, Hadenfeldt seconded, the vote was unanimous and the meeting adjourned at 6:52 PM.**