

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.