

Town of Bluff

Planning and Zoning Commission Regular Meeting Minutes APPROVED

Wednesday, November 6, 2024 at 6:00 pm to 7:00 pm

VIRTUAL

190 North 3rd East, Bluff, Utah 84512

Videoconference: <https://meet.google.com/iqf-nipw-kvf>

Join by phone: (US) +1 636-735-3215 PIN: 928 639 871#

6:03 pm Roll Call: Amanda Podmore (chair), Marcia Hadenfeldt (vice-chair), Ed Dobson, Malia Collins, Brian Whitney Town Council Representative: Luanne Hook

Approval of minutes from 10/16 regular meeting: Additional details for grammar and clarity were added. Hadenfeldt motioned to approve the minutes as amended, Dobson seconded: Podmore (aye), Hadenfeldt (aye), Dobson (aye), Collins (aye,) Whitney (aye). The motion passed. The minutes were approved.

Approval of minutes from 10/4 joint work session: The minutes were edited for rephrasing and clarity. Collins motioned to approve the minutes as amended, Hadenfeldt seconded: Podmore (aye), Hadenfeldt (aye), Dobson (aye), Collins (aye,) Whitney (aye). The motion passed. The minutes were approved.

Approval of minutes from 10/30 work session: Clarifying details were added for completeness. Collins motioned to approve the minutes as edited, Whitney seconded: Podmore (aye), Hadenfeldt (aye), Dobson (aye), Collins (aye), Whitney (aye). The motion passed. The minutes were approved.

Public Comment: none

Old Business

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

- * voted to change IT service providers from Netforce to Galaxy IT.
- * is participating with Bluff Water Works on their Strategic Plan.
- * heard from the BWW that Sunrise Engineering has completed the water-line inventory.
- * heard from the Design Review Committee that there has been no movement from UDB and that UDB is behind on payment of invoices.
- * will advertise for the open bookkeeper and note-taker positions.

2. Final review of draft Subdivision Ordinance with Hansen Group: The Commissioners reviewed suggested edits and discussed: boundary-line adjustments, changing the word 'clerk' to 'manager', the clarification of language related to street frontage, the listing of studies and reports related to designated hazards and the wording providing the option to require or waive them as appropriate. The Commissioners agreed to consult with the Town Roads Committee for clarification of language related to road standards. Hadenfeldt motioned to submit the draft (after clarification of language from the Roads

Committee) to the Town Council for the Public Hearing and next steps of the process. Dobson seconded: Podmore (aye), Hadenfeldt (aye), Dobson (aye), Collins (aye,) Whitney (aye). The motion passed.

3. Final review of draft RV ordinance: The discussion included the zone regulation table, deleting redundant sections, editing lot size and density, clarifying definitions, non-conforming use, and temporary and construction situations. It was agreed that some sections of the draft ordinance would benefit from additional public input. Whitney motioned to approve the draft RV Ordinance as edited for presentation at a Public Hearing. Hadenfeldt seconded: Podmore (aye), Hadenfeldt (aye), Dobson (aye), Collins (aye,) Whitney (aye). The motion passed.

New Business

4. Land Use Clearance Applications: none

5. Interview of PZ Commissioner Applicants (Marcia Hadenfeldt, Ed Dobson, and Jacob Nelson):

Interviews were conducted with Hadenfeldt and Dobson. Nelson had withdrawn his application. The Commissioners will vote on their recommendations to the Town Council at the regular P&Z meeting on the 20th of November.

6. Schedule of meetings for 2025: The Commissioners discussed having 2 meetings per month: one regular meeting and a second meeting as a work session. It was also agreed to move the meeting day to Thursdays. These suggestions will be presented to the Town Council.

7. Items for next agenda:

- * Review of public comments made at the RV Ordinance Public Hearing / vote
- * Vote on Commissioner Applicants
- * 2025 schedule

8. Other: none

Collins motioned to adjourn, Hadenfeldt seconded, the vote was unanimous and the meeting adjourned at 7:37 PM.

Requests for additions or modifications to agenda items are due by 5pm each Wednesday preceding a public meeting to planningzoning@townofbluff.org or to Town of Bluff at 435-672-9990 to be discussed at the next Wednesday scheduled meeting. An Agenda Item Request form can be found online at <http://townofbluff.org/planning-zoning/>. Closed captioning will be available on the videoconference.