

Town of Bluff

Planning and Zoning Commission Regular Meeting Minutes APPROVED

Wednesday, November 20, 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 (excused) Town Council Representative: Luanne Hook

Approval of minutes from 11/6/2024 regular meeting: Hadenfeldt motioned to approve the minutes as presented, Dobson seconded: Podmore (aye), Hadenfeldt (aye), Dobson (aye), Collins (aye). The motion passed. The minutes were approved.

Public Comment: Luanne Hook thanked the Commissioners for serving.

Old Business

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

- * discussed the upcoming Town of Bluff Public Hearing, which will be held at 5PM on 12/4/2024.

- * noted that the Bluff Water Works Public Hearing on rate increases will be on 12/4/2024 at 7PM.

- * postponed addressing the airport overlay. Further questioning and discussion indicated that the airport overlay draft developed by the SJC Planning and Zoning board many years ago was never approved by the county. Currently, Kristen Bushnell of the County Planning and Zoning is working on the overlay and will forward the results to the Bluff Town Council and P&Z. It was also agreed to invite Melissa Riggs, Bluff's representative on the county P&Z, to liaise with Bluff's P&Z.

- * heard a presentation from the Governor's Office of Economic Development on the completed Housing Assessment. The Office of Economic Development will also host a Base Camp meeting in Monticello on 12/5/2024 from 9AM-4PM.

*** Whitney joined the meeting at 6:12 PM.

2. Finalize schedule of meetings for 2025: Podmore will outline the dates, share them with the Commissioners and post them.

3. Recommendation of Planning & Zoning Commissioner applicants to Town Council: As candidates, Hadenfeldt and Dobson did not participate in this discussion or vote. Collins indicated her appreciation for Hadenfeldt's experience, involvement, time, and commitment. She indicated that she would not recommend Dobson in consideration of his personal family needs and the need to hold the position open for a candidate who could provide participation and perspective. Collins motioned to nominate Hadenfeldt as a P&Z Commissioner for the next term. Whitney seconded the motion. During discussion, Whitney and Podmore expressed agreement with Collins. The vote was unanimous with a quorum of 3: Podmore (aye), Collins (aye), Whitney (aye). The motion passed.

New Business

4. Land Use Clearance Applications: none - An LUC for a proposed solar installation at Coral Sands will be scheduled for the next P&Z meeting. Podmore mentioned that she had been approached regarding other construction in town. Hadenfeldt questioned whether anyone is responsible for checking into those situations. Podmore noted that it is an enforcement issue and that she will check with San Juan County for current building permits.

5. Sign Application - Bluff Storage Units: The discussion included zone, sign size, and height. It was determined that the sign is in compliance but that the sign was already installed before the application was submitted. Enforcement is pending attorney approval. Hadenfeldt motioned to approve the sign permit request upon receipt of payment and noting that the application was received after installation. Whitney seconded the motion. Discussion included future enforcement options for applications presented after the fact. Podmore will investigate applicable enforcement policies used by other local towns. The motion passed unanimously: Podmore (aye), Hadenfeldt (aye), Dobson (aye), Collins (aye) Whitney (aye).

6. Items for next agenda on 12/4/2024:

*LUC

*review Public Hearing comments

*subdivision ordinance vote

*continue RV ordinance edits

*enforcement update

7. Other: Podmore noted that the revisions to the Sign and LUC applications have been completed and are on the town website.

Collins motioned to adjourn, Hadenfeldt seconded, the vote was unanimous and the meeting adjourned at 6:44 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.