

Town of Bluff
Planning and Zoning Commission Regular Meeting Minutes DRAFT
Thursday, May 1, 2025 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#

6:02 pm Roll Call: Amanda Podmore (chair), Marcia Hadenfeldt, Malia Collins, Brian Whitney, Gary Haws
Town Council Representative: Luanne Hook Erin Nelson Town Manager

Public Comment: none

Approval of minutes from 4/3/2025: The minutes were edited for clarity and additional detail. Hadenfeldt motioned to approve the minutes as edited. Whitney seconded. Podmore (aye), Hadenfeldt (aye), Collins (aye) Whitney (aye), Haws (aye). The motion passed. The minutes were approved as edited.

Approval of minutes from 4/17/2025: The minutes were re-formatted to include numeration. Hadenfeldt motioned to approve the minutes. Collins seconded. Podmore (aye), Hadenfeldt (aye), Collins (aye) Whitney (aye), Haws (aye). The motion passed. The minutes were approved.

Old Business

1. Town Council update: Luanne Hook reported that the Town Council:

- Requested that P&Z take over the enforcement spreadsheet.
- Placed the review of the P&Z bylaws on the agenda for 5/6/2025.
- Discussed the budget, election filings, grant statuses, solar panels and capital projects
- Noted that the BWW is checking for lead in meters
- Discussed the plan for paving the old highway and noted the removal of sidewalks/trail from the proposal

2. Update from building department: Kristen Bushnell, Bluff Building Department Permit Technician, presented permit updates. Bushnell also emphasized that any and all building-questions/emails should be forwarded to the Bluff Building Department. Further discussion included violations under review from the legal-team, the formation of a regional Board of Appeals, ADU density, and the inclusion of 'Conditional Use' parameters in a future discussion.

New Business

3. Land Use Clearances: none

4. Design Build Bluff campus questions: The Commissioners discussed a response to Design Build Bluff's question inquiring about the possible need for a zone change request. The Commissioners decided that the response should include information about C2 and C3 zoning codes and also provide the zone request form.

5. Review direction of draft renewable energy ordinance: Podmore and Collins shared a draft document based on other municipalities' existing ordinances. Discussion included purpose, definitions, lot size, public health and safety, the General Plan, state and public lands, underground utility lines, expanding to other types of renewable energy, permitting and documentation, table of zones and types, and residential/commercial distinctions. This discussion will be continued.

6. Items for next agenda:

*enforcement spreadsheet

*renewable energy review/discussion

7. Other:

- The 15th is scheduled as a work session.
- Nelson will clarify meeting/work session language in the bylaws.

Collins motioned to adjourn the meeting. Hadenfeldt seconded. The vote was unanimous: Podmore (aye), Hadenfeldt (aye), Collins (aye) Whitney (aye), Haws (aye). The motion passed. The meeting adjourned at 7:06 PM.

Requests for additions or modifications to agenda items are due by 5pm each Thursday preceding a public meeting to planningzoning@townofbluff.org or to Town of Bluff at 435-672-9990 to be discussed at the next Thursday 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.