

Bluff Planning and Zoning Regular Meeting **DRAFT Minutes**

Thursday, September 3, 2026, at 6:00 PM MDT

Bluff Community Center – 190 N. 3rd E. Street, Bluff, UT 84512

6:00 pm: Meeting called to order

Roll Call

Malia Collins (Chair), Marcia Hadenfeldt, Tom Hiserodt, Brian Whitney (virtual), Anne Brown (virtual)
Town Staff: Erin Nelson

Approval of Meeting Minutes from August 6, 2026, Regular Meeting

During the meeting, the board reviewed and made live edits to the draft minutes, focusing on three main revisions:

- **Forms and Updates Section:** Corrected a lowercase letter to a capital "T" regarding a note that the subdivision application form was replaced. Clarified that Collins and Hadenfeldt updated the form the previous week following a specific request from a property owner.
- **Plan Review Checklist Section:** Clarified details regarding staffing roles and zoning reviews. Town Manager Nelson acknowledged a concern, explaining that due to the current absence of a planning administrator, this arrangement may change if a formal planning administrator role is created. They also ensured the terminology correctly distinguished between an administrative director and a planning department role.
- **Potential RV Park on West Side Section:** Revised the wording to clarify why the topic appeared on the agenda. It was added because a Planning and Zoning (PNZ) member had expressed a concern about an RV installation. Added clarification that Town Manager Nelson responded stating potential enforcement concerns should be handled administratively rather than discussed on the public agenda. Commissioners were instructed that any future enforcement concerns should be sent directly to Town Manager Nelson and Mayor Ewing instead of being shared in public meetings, aiming to maintain community respect for property owner compliance.

Hadenfeldt called to approve the amended August 6, 2026, minutes. Whitney seconded the motion. Five in favor, none opposed. Motion passed unanimously.

Approval of Meeting Minutes from August 20, 2026, Work Session

During the review of the August 20 work session minutes, the board addressed a specific question raised by Marcia regarding commercial districts and residential dwellings:

Marcia noticed that residential dwellings (which are allowed under the existing code in commercial districts) were not explicitly mentioned in the draft minutes under item number one. She questioned whether they had accidentally been left out or if they needed to be included. It was clarified that the omission occurred simply because that specific point wasn't spoken out loud during the meeting, as the board was not actively discussing or proposing changes to that part of the code. The group agreed that

the minutes only needed to reflect what was actually discussed at that specific meeting, and that the official code itself remains the definitive source for what is allowed. Ultimately, the board decided to disregard the disclaimer note, keeping the focus on what was discussed without altering the core content of the minutes. Aside from this discussion, the only other changes made to the draft minutes were minor formatting adjustments for uniformity (such as adding parentheses).

Whitney called to approve the amended August 20, 2026, minutes. Hadenfeldt seconded the motion. Five in favor, none opposed. Motion passed unanimously.

Public Comments

No public comments

Old Business

1. Update from Town Council

Town Manager Nelson provided the updates from the Town Council, highlighting the following items:

- **New Emergency Services Coordinator:** The town has officially hired Nizhoni Begay as the new Emergency Services Coordinator. She is scheduled to start next week and will be formally introduced during the Town Council Meeting on September 8th.
- **Upcoming Joint Meeting:** The board and council are looking forward to an upcoming joint meeting scheduled for September 15th.
- **Housing Consultant RFP:** An upcoming consultant Request for Proposal (RFP) regarding housing is coming down the pipe. This initiative will involve Brian, who courageously volunteered to serve as part of the working group. The drafted RFP document will be reviewed by the council during their work session at the next meeting to gather council input before being officially released. While a strict timeline isn't fully finalized, the goal is to bring the consultants in relatively soon.

The floor was opened for questions following the update, though no further discussion points were raised by the members.

2. Working Document: Zoning Code Revisions

The board reviewed the working zoning code document to prepare for an upcoming joint session with the Town Council. If needed, another meeting will be scheduled next week.

Commercial Districts (C1, C2, and C3)

- **Gold Course:** The board worked on eliminating the C3 district by reassigning its uses to other categories. The board discussed whether to permit golf courses given local water scarcity concerns. While some members raised strong environmental objections, others noted that private sand-wedge courses or unique low-water models, like those using sheep for maintenance, could theoretically exist. Ultimately, the board agreed to take the word "golf course" out entirely, if someone wants to propose one in the future, they will have to approach the town to define where it might fit.
- **Amusement and Recreation Facilities:** Temporarily placed in C2 as a placeholder while the board looks for clearer definitions distinguishing small community recreation from large-scale commercial amusement parks.

- Walkable Downtown (C1) Uses: Hotels, motels, lodging establishments, taverns, and theaters were successfully moved to C1 as fitting downtown elements.
- Kennels and Animal Shelters: Assigned to C2. The board discussed distinguishing between indoor kennels, suitable for veterinary offices or tighter spaces and outdoor boarding kennels, considering future buffer requirements to manage noise impacts on neighbors.

Factory Industrial District

- Energy Development & Data Centers: Added provisions for energy development, defined as large solar fields, battery banks, and small data centers, acknowledging that while local infrastructure makes this unlikely, planning ahead is necessary.
- Map Placement: The potential of designating the UDOT garage shed area as factory industrial on the map was briefly noted.
- Setbacks: Discussed lowering the front setback from a restrictive 50 feet down to 30 feet to preserve usable parking and operational space.

Residential Districts & Setbacks

- Lot Sizes & Infill: To encourage infill development downtown, the board discussed shrinking the minimum residential lot size from half an acre closer to 0.3 acres (roughly 13,000 square feet), keeping state health code rules regarding septic capacity in mind.
- Residential Setbacks:
 - For primary residential structures, the board agreed on a 25-foot front setback (to protect street rights-of-way and space for potential future curbs/gutters) and reduced side and rear setbacks to 10 feet.
 - For accessory dwelling units (ADUs) or residential structures built within commercial zones, tighter setbacks (such as 20 feet front, 10 feet side/rear) were explored.

Agricultural Districts

- Defining Agricultural Uses: The board debated whether agricultural zones should strictly be reserved for farming, raising livestock, and related uses, or if they should accommodate other uses like campgrounds or recreational spaces.
- Distinction and Concerns: Members discussed the tension between protecting working farms from non-farm conflicts (drawing from Moab's model where non-farm development in agricultural zones is heavily discouraged or treated as a conditional use) versus providing opportunities for remote recreational properties like campgrounds along wash areas.

The discussion on agricultural sub-categories and how they translate to the physical town map was left open to be continued at the next meeting.

New Business

3. Discussion of Zoning Code Revisions to take to Council at Joint Work Session, Tuesday, September 15, 2026

The board determined they are not yet fully ready to present their zoning revisions to the Town Council. The goal is to have districts, uses, setbacks, and Accessory Dwelling Unit (ADU) guidelines fully fleshed out to present as options for the council to consider. Board will review and add notes/suggestions to the red-line working document (ensuring tracking/suggesting mode is used so deletions and additions remain visible for the public and council). Board will review the newly filled-in ADU details and examine

Moab's zoning code for comparison. Board will begin looking at the town map to map out where the new districts will be located. A packet will be put together for members, and printouts are available upon request at the office.

4. Items for Next Agenda

A special work session was scheduled for Tuesday from 1:00 PM to 3:00 PM at the community center to continue working through the zoning revisions before the joint meeting with the Town Council.

5. Other

A joint meeting with the Town Council is scheduled for Tuesday, September 15th.

6. Adjourn

Hadenfeldt motioned to adjourn the meeting. Hiserodt seconded. Meeting adjourned at 7:11pm

Note Taker: Charmayne Sandoval

Draft Minutes Published: September 15, 2026

Approved Minutes Published: