

Town of Bluff

Planning and Zoning Commission
Meeting Minutes for February 14, 2019 at 7:00pm

Attendees (marked as bold)

Bluff Town Council	Planning and Zoning	Advisory Board
Mayor Ann Leppenan	Malyssa Egge	Wendy Smith
~~Linda Sosa~~	~~Amanda Podmore~~	Eileen Fjerstad
~~Luanne Hook~~	Sarah Burak	~~Deborah Westfall~~
~~Jim Sayers~~	Michael Haviken	~~Jim Hook~~
~~Brant Murray~~	Kristen Bushnell	

Review of Previous Action Items

- ☐ All – Set up Google Account (_____ PZBluff@gmail.com)
- ☐ Commission – Complete Certification of Utah League of Cities and Towns online training
- ☐ Amanda – Send Google Invite out for new drive
- ☐ Amanda & Kristen – Set up “Group” email list with verified accounts

- ☐ Michael – Representative to Town Council meeting on Tuesday.
- ☐ Ann – Send out building permit requests history from 2010 to present.
- ☐ Amanda – Upload new resource files to Google Drive.
- ☐ Amanda – Contact and build relationship with Natalie Randall.
- ☐ Amanda – Plan to attend the County Commission meeting on February 19th.
- ☐ Michael & Amanda – Contact Michael Bryant and maintain relationship with Southeastern Association of Local Governments.
- ☐ All – Need to make revisions and suggestions on the General Plan in Google Drive.
- ☐ All – Continue to research the circumstances of a moratorium and review facts and legalities.

Agenda

7pm Welcome and Attendance

Approval of Previous Meeting Minutes

Michael would like to clarify “that the intent of the citizens of the town was to have a say in what happens in our town”.

Meeting minutes were motioned for approval by Kristen, seconded by Michael. Vote passed unanimously.

Review of Previous Action Items

Review of previous action items must be part of the agenda posted onto the agenda. Previous action items may not be reviewed within the meeting if they are not posted on the Utah Public Notices Website. Therefore, this week's action items needing to be reviewed will be on next week's agenda.

Update of Relevant Information from City Council Meeting

Michael Haviken reported on the Town Council meeting.

The transfer station alternative was discussed by Dudley Beck with four options. The transfer station would be largely possible by volunteer hours. There were a few candidates put forth to pick up trash and take to the dump. Otherwise, there are commercial options at various prices. In two weeks, a plan will be presented to Town Council. The Council would like to handle this situation from within our own means. This would serve the community on a broader spectrum.

The Lyman Family Farms disconnect is officially completed.

San Juan County Commissioner's meeting is on Tuesday, February 19th at 8am. The Inter-local agreement is on the agenda.

There were several resolutions to be discussed including the grander Bear's Ears designation, legal analysis of transfer station, and commission meetings held throughout the county. Council took resolution on 3 of the 5 items on the County Commission agenda.

Town Council passed the amendments to the Bylaws of Planning & Zoning Commission.

7:15 Amended Bylaws to the council on Planning & Zoning (Ann)

Ann reported on the amended bylaws for the Planning & Zoning Commission.

7:20 Update from Michael for contact with Michael Bryant.

Michael was able to contact Michael Bryant with the Southeastern Utah Association of Local Governments. Information will be summarized and shared.

7:25 Update from Amanda for contact with Natalie Randall.

Amanda was absent for this meeting and we will move the report of her contact with Natalie Randall to next week.

7:30 General Plan Revisions – live update in Google Documents

General Plan Revisions

Commission was able to make considerations on a live update Google Document of the General Plan.

8:20 Conflicts of Interest – Real and Perceived (Ann)

[Perceived and Actual Conflicts of Interest](#)

[Ann clarified the ethics of the conflict of interest by weighing individually on financial benefits.](#)

8:30 Moratorium Discussion and Considerations

Resolution for...

“The Planning and Zoning Commission recommend to the Town Council that the Council implement a moratorium on Building Permits for six months as provided for under Utah Code Title 10-9a-504.”

[Michael spoke on his position to go forth with the building moratorium.](#)

[Comment letter from Robin and Sam Cantrell was read aloud for consideration.](#)

[Vote upon the resolution for:](#)

[“The Planning and Zoning Commission recommend to the Town Council that the Council implement a Commercial and Industrial building moratorium on building permits for six months as provided for under Utah Code Title 10-9a-504.”](#)

[Kristen motioned to pass the resolution with amendments, seconded by Sarah.](#)

[Vote passed 3 in favor, 1 abstain.](#)

8:50 Public Comments

8:55 Additional Items to be added to Next Week’s Agenda

[General Plan Draft Finalized to send to Michael Bryant](#)

[Report from Sarah of Town Council Moratorium vote](#)

9:00 Adjourn

Action Items for Next Meeting

- All – Update and Revise the General Plan
- Sarah – will be presenting the resolution at the next town council meeting.

Request for additional or modifications to agenda items are due by 8pm each Tuesday to KristenPZBluff@gmail.com to be discussed at the next Thursday scheduled meeting.

Our next regular meeting date will be held at Cedar Hall on **Thursday, February 21th at 7:00pm.**