

Town of Bluff

Planning and Zoning Commission
Meeting Minutes for February 28, 2019 at 7:00pm

7pm Welcome and Attendance

Sarah, Malyssa, Kristen, Amanda, Eileen, Debbie, Ann

Approval of Previous Meeting Minutes

Kristen motioned to pass previous meeting minutes, seconded by Amanda, passed unanimously.

Review of Previous Action Items

All – Continue to work on General Plan within Google Drive.

All – Complete ULCT online training by next week.

Amanda – Timing of General Plan rearranged with Michael Bryant.

Amanda was able to connect with Michael Bryant to rearrange our timeline of the General Plan. He also said that a verbal recommendation was adequate.

Sarah – Town Council representation on Tuesday.

Town Council discussed and passed a full moratorium on all building permits. We are currently working under a 6-month moratorium. The vote passed as of Tuesday's Town Council meeting, enforceable date will be posted. According to the minutes of the meeting, the moratorium is in effect immediately. This gives the Planning & Zoning Commission until the end of August to get Ordinances and Zoning in place.

A public "thanks" was given for the work that we have been doing within the Planning and Zoning Commission.

Meeting location was also discussed. We are currently meeting on private property at Design Build Bluff. The Town Council voted to move the Planning and Zoning Commission meetings to the Community Center. There are several issues with obtaining the resources that we need to have access to. These resources will be obtained within the next few weeks and our location will be moved to the community center or school.

The Town Council will be writing a letter to the State and County about the use of gravel pits within city limits.

Amanda – Town Council needs to be added to Google Drive Access.

Town Council was invited and added to the Google Drive access.

Michael/Amanda – Ask Michael Bryant how to more officially write our resolutions and ordinances.

See above notes.

LuAnne – Will gather information from the Water Board and the Town’s current water condition.

LuAnne did send out an email with this information that will be considered within our General Plan.

Debbie – Bring the National Historic nomination forms.

There is a link provided to the National Historic nomination form. It is available to the public for registry. However, there was not a map provided. This may be due to the site being facilitated by the National Parks Service and the precedent to keep site information private.

Debbie was able to provide a map of the “contributing, non-contributing and out-of-period” structures within the Historic District. This map will be attached as an appendix to the General Plan.

Update of Relevant Information from City Council Meeting

7:20 Steve Simpson – Copper Cliffs Phase II Road Transfer proposal

Steve Simpson has spoken with Ann in the past about the transfer of the Copper Cliffs Phase II road to the Town of Bluff. There is currently a county gravel road that runs east to west, the new road runs north to south and attaches back into the highway through the Phase II subdivision. During the course of this development the town incorporated. This void the discussions with the county and the road is now a Town discussion. The road has been built to County Road “B” standards. The major discussion is whether or not the town wants to adopt the ownership of this new roadway.

There is currently Class “C” road money available to the Town of Bluff \$16,000-\$20,000 each year for road improvements.

Michael asked reasons for this transfer. Steve answered that it would be available publically for emergency services. Lots 13 and 14 are deemed for commercial use. What happens within these potential commercial lots will be largely decided by the Planning and Zoning Ordinances that are underway. “Community Rebuilds” have bought 4 lots to offer affordable housing within the residential development.

There have been a few changes to the development requirements, the new lots will not allow for casitas (separate guest house units). There have been additional culverts added to allow water to flow into the wash. The infrastructure that is buried beneath the new road will be part of the transfer to the Town of Bluff.

“Community Rebuilds” is currently working to get affordable housing applicants into these lots. Steve cannot foresee the timeline of when homes will begin to be built within this development. The initiative with Community Rebuilds is currently attempting a fall build of housing.

Steve suggested that Planning and Zoning work with community members while the moratorium is in place so that potential builders can develop drawings and plans with guidance for when the moratorium is lifted.

Sarah ensured that the Town of Bluff will not be allowing for any building permits within the 6 months of the moratorium.

Eileen asked if the considerations of the commercial lots and traffic are adequate with a County “B” road standard. Delivery trucks and heavier vehicles are not anticipated on the road in question of transfer. The commercial properties do have access directly to the highway and would likely be accessed from the highway.

Ben Musselman had coordinated the inspections on the road to ensure the standards for a County “B” road were upheld during construction. The easements to the road are 15’ on each side, allowing for a 60’ wide road if necessary. Currently the road is constructed to 30’ wide.

There are two entities involved with this project. The county standards were upheld in the plats and standards for roadway. In the meantime, Bluff incorporated and now the standards are overlapped.

The commercial lots would have to go through approval of UDOT and jurisdictions that need to review the plans. There are multiple access points into the development for emergency services and residential access. Steve does not have any preconceived ideas about the commercial development.

The Planning and Zoning Commission can provide a recommendation to the Town Council on the adoption of the road. Michael’s recommendation was read aloud to hold off on the adoption of the road into the Town of Bluff and consider this petition in another year. Wendy’s recommendation was also read aloud concerned with the delivery/heavier truck traffic using the road and the wash/arroyo water way. She also recommends that we postpone the adoption of the road for another year.

Sarah recommended the agreeance with Michael and Wendy.

Malysa recommended that the road be revisited at the time of the moratorium being lifted. She recommends that the vote be taken until that time.

Kristen recommended that the infrastructure is a huge benefit to our community.

Steve followed up with the desire to have the Town adopt the road. If the town does not adopt the road, then there is the potential to block it a few days a year to have the road remain a “private” road.

The commission agreed to table this discussion and recommendation until the moratorium is lifted.

7:40 Debrief of training on February 23rd (all who attended)

There has been a video of the training sent out and it is recommended that we review. The ULCT courses have also been very valuable and are also available online. Eileen was able to watch the video and thought that the resources for building a General Plan.

Utah League of Cities and Towns – online resource and guide for municipalities.

8pm General Plan Revisions and Draft Completion – live update in Google Documents

Eileen was concerned about the building scale and height so included several sentences to include this into the general plan.

PRESERVATION OF AETHETIC VALUES, NOISE, and LIGHT

We would like to provide funding sources to help existing structures to make improvements that will follow our ordinances.

The International Zoning Code has a very good outline on signs. Moab also just adopted an ordinance on signage.

SUSTAINABLE DEVELOPMENT

There has not been much growth of the town's population. So the growth percentage is not realistically telling.

Sustainable development is focused on the residential housing vs. commercial properties. Resources is addressed under the "Conservation" section.

Long-term permanent residences are encouraged.

The number of water taps being limited is also going to limit the amount of new home builds availability.

The General Plan should be cleaned up over the weekend with the intent to send to Michael Bryant by Monday or Tuesday.

8:50 Public Comments

There were no public comments at this meeting.

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

Additional meeting on Monday, March 4th from 7pm-9pm

AGENDA – Monday 4th

General Plan Revisions

Regular meeting on Thursday, March 7th from 7pm-9pm

AGENDA – Thursday 7th

Update and discussion of moratorium situation

Deadlines and way points of Planning and Zoning timeline

General Plan Revisions

All – ensure that the General Plan has been corrected through Section 1

All – reread/revise the current conditions of "Sustainable Development"

Eileen – contact Anthony Lott to review the roadway in the Copper Cliffs Phase II

Amanda – send General Plan to Michael Bryant by Tuesday

Sarah – contact Town Council for moratorium ordinance for our discussion

9:00 Adjourn

Meeting was motioned to adjourn by Sarah, seconded by Kristen, passed unanimously.

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.

We will be having an additional meeting date at Cedar Hall on **Monday, March 4th at 7:00pm.**

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