

Town of Bluff
Planning and Zoning Commission
APPROVED Minutes for Thursday, April 4, 2019 at 7:00pm
Bluff Community Center
190 North 3rd East, Bluff, Utah 84512

Commission members present: Sarah Burak, Amanda Podmore, Malyssa Egge, Kristen Bushnell

Advisory Board present: Eileen Fjerstad, Wendy Smith, Deborah Westfall

Town Council Present: Jim Sayers

7:05 Meeting begins

Review of previous action items: Burak confirms that she will take on the agenda-making. She will have it to Bushnell by Tuesdays at 8. Any suggestions need to be to Burak before that. Podmore will post agendas in three public places in town. Bushnell will continue to post online.

Podmore completed the implementation section of the General Plan.

Bushnell met with Mary Gillam and got a lot of information. Bushnell clarifies that we need to identify geological hazards in writing in the General Plan then Mary Gillam could help prepare a map later on down the road.

Revisit proposal for Copper Cliffs Phase II: Burak spoke with Mayor Leppanen. Last time, we decided to table it until after the moratorium but we all agree that to make this as accurate as possible, we make an official recommendation. Burak proposes that "We recommend that town council reconsider the Copper Cliffs road phase II proposal after the moratorium is lifted and Steve Simpson has submitted a formal application." In the meantime, we will have to develop a formal application. Westfall read in the draft Town Council minutes that they are going to research how other towns handle these requests. They will pursue that for P&Z and let us know.

Burak motions that we table discussion of Copper Cliffs Road Phase II until the moratorium is lifted and we have a formal application process in place. Egge seconds. All in favor. Motion passes unanimously.

Fjerstad shared a Torrey P&Z agenda request form. Burak will talk with Ann Leppanen and Linda Sosa to see if it can be added to the Town of Bluff website and to see how it can be used.

Review of March 28, 2019 minutes. Westfall suggested a text change. Egge motions to approve minutes. Bushnell seconds. Three in favor. Burak abstains. Motion passes.

7:20 Editing of General Plan:

We cleaned up the table of contents, introduction, and public land subsection. Under the Private Land subsection, we added more types of private land and how it is used. Where necessary, we will write “See Appendix” and add where in the Appendix once the draft is finalized. Under Zoning, we discussed how to list future zoning districts in a way that allows us flexibility. We left the word “may.” We made stylistic changes to the Transportation General Goals section.

Smith said there have been past discussions to turn Black Locust into another bridge across Cottonwood Wash. This could be another access point that the Town looks at down the road. Bushnell confirms that this was a past intention but it may not be viable.

We made uniform use of the phrase “town boundary” instead of town limits throughout the document.

Sayers cautioned us on the airport runway improvements section that many do not want large improvements that would allow for large tourism flights.

Westfall did a great job on the Restrictive Geography Section that we added. Egge suggests moving some of the description to the Appendix because it is heavy on geologic details. Podmore will format Westfall’s text/references and include in Appendix.

Implementation section: Based on Michael Bryant’s recommendation, Podmore added the section from Torrey’s plan and changed little of the text since it applies to Bluff. The main goal is to create ordinances allowing for enforcement and an officer. The Current Condition sections outlines how Bluff has had little history of enforcement. Podmore added that Michael Bryant may have suggestions on this Section.

Egge attended a training on Saturday with Hook on General Plans that included new bills passed in the state Legislature. Here are some General Plan requirements:

- All entities must plan for a reasonable opportunity for a variety of housing.
- All entities need to integrate land use with population projections and have an affordable housing element (related to Senate Bill 34).

Sayers suggests that we add “in accordance with Utah Code” in our affordable housing language. We added an affordable housing line to the Sustainable Development Section. Egge said the training reminded again and again that P&Z can “only recommend.” Egge spoke to House Bill 315 on timely decisions: if PZ doesn’t make a timely decision, it is a negative decision. No decision is a negative decision.

Podmore asked to add domestic animals and small scale livestock to the General Plan so ordinance can be created around dogs, cats, chickens, etc. in the future.

The draft of the General Plan is complete except for a final formatting need from Podmore. Podmore will send it to Michael Bryant on April 5, 2019.

8:30 Zoning Map Intro by Kristen Bushnell:

Bushnell did a demo using AutoCad of how the zoning process will go. Mary Gillam provided Bushnell with a lot of useful information. We are building a reference-only map and do not need to be survey-specific. Gillam reminded us that we will not create a survey-type map and landowners need to go to the County to address these issues.

Bushnell is waiting on the flyover satellite map (due mid-April) to supplement the current map. She sees the mapping process and deliverables as two stages: micro-mapping town proper and then macro-mapping the land in the outskirts of the town boundary.

Bushnell suggests we map town proper first and do the macro-mapping second. We will publish drafts as PDFs on Google Docs. We will follow the standard International Zoning Code and associated colors for mapping. Bushnell envisions us starting out by mapping out what is already there (i.e. green spaces, residential). Podmore suggests that we start by mapping out IZC zones and then do overlays like geologic hazards, archaeological zone.

Bushnell will find out, if needed, how to secure plat maps from the County and what they will cost. If needed, we can approach the Town Council for funding.

No public comment. Burak outlined the future process for PZ: spend April doing mapping, present the General Plan to the Town Council once Michael Bryant gives us feedback, the Town Council will have their lawyer look at the General Plan and then schedule a public hearing, have the Town Council adopt the General Plan, recommend the adoption of the International Zoning Code, and make recommendations on more specific ordinances. Bushnell will upload the project timeline to Google Docs. She will map existing, current conditions in advance of next week's meeting.

Planning and Zoning will keep meeting from 7-9 pm and will reevaluate the length of meetings in the future.

Bushnell motions to adjourn. Podmore seconds. Motion passes unanimously. Meeting adjourns at 9:00 pm.