

Town of Bluff
Planning and Zoning Commission
Approved minutes for Thursday, April 11, 2019 at 7:00pm
Bluff Community Center
190 North 3rd East, Bluff, Utah 84512

Commission members present: Sarah Burak, Malyssa Egge, Kristen Bushnell, Michael Haviken. Amanda Podmore absent.

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

Town Council Present: Jim Sayers, Luann Hook

Meeting begins 7:08pm

Bushnell motioned to approve the prior minutes. Haviken seconded. Minutes approved unanimously.

Action item review: Copper Cliffs done. Public comment submission was discussed at Town Council meeting. Podmore formatted restrictive geography, added to General Plan. Burak says Town Council is ready to receive General Plan for review. KB added International Zoning Codes to maps.

New Action Item: Adding Project Timeline.

Burak suggests sending General Plan as “read only” to Bluff Town Council. Egge motions and rescinds motion to send a “read-only” file, understanding the team will review the document at this meeting first.

Town Council Update: (see above) as well as resort tax.

The Commission began review of the General Plan at 7:20pm.

Page 5 Community Goals: Michael Bryant questions what are the public services. Sayers says strike it. Team agrees to strike.

Page 8 Zoning: Michael Bryant recommends adopting zoning map and zoning districts. Burak recommends leaving as is and adjusting later after selecting some appropriate zones, as to not delay the general plan submission to Town Council. Burak suggests completing this task prior to a public hearing. Commission agrees to revisit at later date.

Section 2, Transportation, Page 13: Michael Bryant suggests referencing the official map. Haviken recognizes this suggestion is quite a task. Burak says not necessary to be in place at this time. Bushnell says document needs to be whole and complete. Burak says make a

transportation map for fun. Bushnell says not to reference yet as we don't yet have the map. Marked Resolved, with future plans to revisit.

Section 3, Economic Development, Page 17: Edit "infrastructure" for "jobs in public services." Commission's oversight.

Section 4, Historic Preservation, Page 20: Michael Bryant recommends us adding a map in this section for reference. Burak agrees and makes note for us to revisit at later date. Westfall says these districts are already determined. Bushnell says we can overlay the established map on top of our forthcoming map.

Section 5, Health and Safety, Infrastructure, Page 22: Michael Bryant says that "providing public services to residents as necessary within community growth" is not clear. Haviken rephrases. Burak agrees. Sayers suggests, "Ensure public services keep up with community growth." Burak replaces, adds water and road maintenance. Bushnell requests more. Haviken suggests adding all the services provided by the Town of Bluff. Bushnell says add EMS, Fire, and law enforcement, per interlocal agreement.

Planning Assumptions, Number 5, Page 22: Michael Bryant recommends adding "Develop a capital asset inventory and a capital improvement plan for the town." Commission agrees to keep the text here related to capital assets that could be developed to improve infrastructure. Resolved.

Section 6, Page 25, Preservation of Natural and Open Spaces, Current Conditions: sentence requires revision. Burak revises with Bushnell's and Sayers' inputs, to read "The Bluff Community Center includes a playground and offers a few picnic and shaded areas." Resolved.

Page 35, Appendix: Make specific sections as a PDF and not as a link; Commission agrees. Haviken asks if maps will contain feet markings. Bushnell explains that the scale of the map would not allow for the detail but will be discussed in the ordinance narrative. Haviken requests we have an appropriate scale on our maps, for referencing. Bushnell says the final maps will be "zoom-able" and accessible online but info on setbacks (etc) need to be obtained at San Juan County. Burak creates Action Item for Burak or Podmore to create PDF documents of the Appendix links. Sayers suggests the Council will understand some missing pieces are forthcoming (like maps, references in Appendix, etc.). Burak suggests labeling and moving some of the appendix pieces. Westfall suggests labeling like Appendix 2, Appendix 3, etc. The Commission discusses the order of appendices. Burak suggests Egge look for places where "human capital" can be added to the General Plan. Egge says it belongs everywhere but nowhere specific. Burak suggests we circle back to the discussion and assigns Egge the action item. Egge says she won't put it in the minutes and subsequently says she will. She did.

Burak motions to send the General Plan to Town Council for review. Bushnell second. Passes unanimously.

Bushnell reviews Timeline, encouraging solid participation from Commission through May, understanding summer plans may be chaotic for everyone. By the end of May, the hope is maps and ordinances would be ready to send to Town Council. Bushnell suggests copying ordinances straight from the International Codes at this time but subsequently going line-by-line to modify specifically for Bluff. Burak suggests specific modifications be discussed in May.

Transition to map discussion. Bushnell shows file on the big screen, noting streets, and parcel by parcel for zones, using International Zoning code designation. The only exception is recreation. Recreation can include green space. 13 designations (IZC): agriculture, commercial, industrial, mixed use, public facility, recreational, and residential.

Burak reminds that Commission needs IZC document and will consult with Town Council about obtaining. Haviken states he would donate funds to obtain copies, if necessary.

Bushnell uploads the designations/definitions to the Google Drive.

Bushnell suggests labeling parcels. Bushnell assigns herself an Action Item to label zones.

Burak suggests the Commission look at IZC, colored zones uploaded in Google Drive, and make recommendations next week.

Burak calls for Public Comment at 8:29pm; no public comments.

Next meeting agenda discussed. Town Council will not be meeting next week.

Amended motion: The General Plan will be sent to Town Council as a Google doc, comment only, and a PDF. Haviken seconds. Passes unanimously.

Burak motions to make the meeting time 7-8:30pm. Haviken seconds. Passed unanimously.

Bushnell motions meeting adjournment. Seconded by Haviken. Meeting adjourned at 8:40pm.