

Town of Bluff

Planning and Zoning Commission

Agenda for April 25th, 2019 at 7:00pm
at the Bluff Community Center
190 North 3rd East, Bluff, Utah 84512
Approved

Commissioners Present: Sarah Burak, Kristen Bushnell, Amanda Podmore

Advisory Board: Eileen Fjerstad, Wendy Smith, Deborah Westfall

Town Council Present: Ann Leppanen, Linda Sosa, Jim Sayers, Luann Hook

7:01 meeting begins

Burak tables motion to approve minutes from 04/18/2019.

Review of Previous Action Items:

Sarah - PDFs for historic homes- *completed*, research getting access to International Zoning Codes- *completed*

Michael - Discuss Official Town Map requirements with Utah League of Cities and towns
- *has not yet heard back*

Amanda – Research official town map requirements, ask Council to buy HDMI cable. -
completed

Kristen - send PDF of map created at 4/18/2019 meeting - *completed*

Eileen - circulate San Juan County map link - *completed*

Burak uploaded the entirety of the Bluff Historic District documentation to Google Drive as an Appendix to the General Plan.

Burak sent everyone the link to the International Zoning Code online PDF that the entire Commission and Advisory Board have access to *read-only*. Year-long access is \$145 dollars or can be \$3/month at a time. Paid access allows you to copy and paste and provides access to all IZC materials. Burak will share her membership with Podmore. In preparation for the next meeting, Burak has assigned chapters to each Commissioner to read and do a 2-5 minute presentation to the entire Commission.

Assignments:

- All: read Sections 1 & 2
- Fjerstad: Chapter 3, 13
- Westfall: Chapter 4
- Burak: Chapters 7, 8

- Podmore: Chapters 5 & 6
- Haviken: Chapters 9 & 10
- Egge: Chapters 11 & 12
- Bushnell: keep up the awesome map work!

Haviken: ULCT did not yet get back to him about requirements for an Official Town map but it still sounds like the Official Town Map requirements are ambiguous.

Podmore did some research and confirmed that it sounds ambiguous but is best practice to include an official town map in the General Plan. Leppanen does not know if an official map has been recorded by the County Recorder's Office but Leppanen can ask Sam Cantrell. If Leppanen cannot reach him, Podmore will help with calls later in the week.

Bushnell has uploaded the maps from each meeting onto Google Drive.

Bushnell is resigned as of June 1st. She wants to see this map finished and the Commission appreciates her willingness to stay on through that date.

Update of Relevant Information from Town Council Meeting: Leppanen reviewed the draft Planning and Zoning Agenda Request form and will finalize it with Podmore. Leppanen confirmed with the Commission that Michael Bryant has reviewed the full General Plan so the Town Council will set up a work session to review the draft in full. When the time comes for a public hearing on the General Plan, the PZ Commission will plan on giving a brief powerpoint presentation to the public to hit the highlights.

We are still working improve a dictation/transcription options for accessibility.

General Plan: – No comments received from the Town Council. Podmore will begin working on an acknowledgments page for the General Plan.

Continue work on Bluff zoning map - we focused on filling in the existing land uses in the outskirts of Town.

Bushnell clarified that "mixed-use" being you have commercial and residential in the same facility. Smith said that it is like a border zone between commercial and residential where either can be allowed. This may be clarified next week after we read the IZC. Podmore suggested that we write the zone to as best suits the Commission.

When discussing parcels in the flood plain in eastern Bluff, Westfall clarified that easements are only on private land. We completed mapping of existing parcel uses for the eastern section of Bluff.

We completed mapping in all private land. Bushnell outlined the next steps of mapping into zones. The IZC will provide some clarification on this. As a Commission, we need to decide whether to combine zones, like commercial, mixed-use and lodging. Our zoning map should reflect what we want, not what exists, and existing conflicting uses will be grandfathered in. Bushnell will upload a zoomed in & out version of the maps as well as a key.

Sayers suggested that a future ordinance about Airbnbs could include language that says that they have to be next to the adjacent to the owner's residence. There is a question as to whether existing Airbnbs must be grandfathered in.

Regarding our overall timeline for completing the General Plan, maps, and ordinances, we are one week behind.

Public Comments: Eileen Fjerstad commends the Commission for its hard work.

Setting agenda: Burak requests that Commission and Advisory Board begin working on IZC chapter reviews and plan on presenting on May 9th.

Bushnell motions to adjourn meeting, Podmore seconds, all in favor, motion passes unanimously. Meeting adjourns at 8:24 pm.