

Town of Bluff
Planning and Zoning Commission
Draft minutes for Thursday, April 18, 2019 at 7:00pm
Bluff Community Center
190 North 3rd East, Bluff, Utah 84512
Approved

Commission members present: Malyssa Egge, Kristen Bushnell, Michael Haviken (phone), Amanda Podmore

Advisory Board present: Eileen Fjerstad

Meeting begins 7:08 pm

Egge motions to approve minutes from April 11, 2019 Planning & Zoning meeting, Bushnell seconds, motion passes with 3 votes, Podmore abstains.

Review of Previous Action Items

Burak - Send Town Council General Plan - *completed*, PDFs for historic homes, research getting access to International Zoning Codes - *not completed*.

Podmore – Format and post meeting minutes from April 11th - *completed*.

Bushnell – Label town’s current zones and uses on Zoning Map - *partially completed*.

Update of Relevant Information from Town Council Meeting

No town officials were present and no P&Z commissioners were present to report on the meeting. Bushnell attended the regional planning meeting with USU students and reports that PZ can get all the posters and materials and that they had good ideas for us to include. One of their suggestion was to make the community have more of a presence with signage, roadways, and plantings.

7:14 General Plan – no update from the Town Council.

7:15 Continue work on Bluff zoning map

Haviken shared map requirements from the Utah League of Cities & Town Handbook page 139. It reads that the General Plan must include a zoning map and an Official Town Map. To be an official map, it must be adopted by the Town Council and recorded at the County recorder’s office. Haviken then read the zoning map requirements found in International Zoning Code Section 303, which says that the official zoning map must be approved by legislative authority. Bushnell added that any sort of utility or infrastructure setback map should be done by the County, not by planning and zoning.

The Commission remains unclear as to the specific requirements for the Official Town Map. Per Utah code, it should show things like rights-of-ways and setbacks for highways and can include things like an alternative crossing to Cottonwood Wash. Our next steps will be to complete research to better understand requirements and timeline, get it on the agenda for next week, and keep moving forward on a zoning map. Haviken will contact the League and Podmore will do some research.

The Commission went over the existing town parcels map in AutoCad and continued to label parcels as they currently exist. Many areas with mixed commercial, residential, and/or agricultural were designating "mixed-use." This is a generally popular zone because it provides residential and commercial. All lodging parcels were separated out from commercial because there are so many in town. Bushnell clarifies that the final zoning map will not be parcel-by-parcel, like this process, but look like blocks.

Questions about mapping the farm ownership will be saved until next week when Westfall is here.

Next step on maps is simplifying and blocking in space. Bushnell will send a PDF of the map that she created.

There was no public comment.

Egge motions to adjourn meeting, Bushnell seconds. Motion to adjourn passes unanimously. Meeting adjourned at 8:29 pm.