Town of Bluff

Planning and Zoning Commission

Minutes for May 2nd, 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, Michael Haviken (telephone), Malyssa Egge
Advisory Board: Eileen Fjerstad, Deborah Westfall
Town Council Present: Luann Hook, Jim Sayers

7:07 pm Meeting begins

Haviken motions to approve minutes from April 18th, Bushnell seconds. Motion passes with three in favor, Burak abstains.

Burak motions to approve minutes from April 25th, Podmore seconds. Motion passes unanimously.

Review of Previous Action Items

Haviken - Discuss Official Town Map requirements with Utah League of Cities and towns - *Completed* - ULCT got back to Haviken and told him that an official town map is not mandated but is recommended. The Commission decides to focus on the zoning map and to revisit the official town map once zoning and ordinances are completed. The Commission will work with the Council to research funding opportunities for this map.

Podmore– work with Ann on final agenda request form - *Completed*. Podmore suggests that we include a link to the form on future agendas. Burak suggests we change the format of our agendas to our what is written in our bylaws (page 10). Begin acknowledgments page of General Plan - *not yet completed.*

Bushnell - clarify whether or not “mixed-use” requires that a property has a residential and commercial unit of the property. *Completed.* Bushnell read a definition that said “mixed-use”: encourages work, play and live in the same development, which is different than the Commission had previously thought.

Regarding the Commission’s zoning code homework for May 9th, there is a folder in Google Drive under “zoning codes” where people can share notes/Google Slides to

present their research. Burak and Podmore are beginning to copy and paste the IZC into a Google Doc. Those who have longer chapters can ask others on P&Z for help.

Update of Relevant Information from Town Council Meeting and General Plan

The Town Council is planning a work session on the General Plan on May 6 at 8:30 am.

7:20pm Map Work: begin drawing in draft zones

Podmore shared the residential and commercial zone divisions from the IZC to clarify distinctions in zones (single *versus* multi-family). There was uncertainty as to how specific zoning maps need to be with zone divisions. We discussed the threat of not clarifying which zone and how that could lead to discretionary and therefore illegal decisions. Haviken confirmed this and more will be done. Burak and Podmore suggest we classify everything as the most liberal and flexible divisions (e.g. Residential Division 3 and Commercial Division 3). Burak suggests we use Commercial Division 3 for Bluff because it incorporates a lot of existing types of town businesses.

Egge joins the meeting. Bushnell then began drawing in draft zones on the map.

To draw industrial zones, it was clarified that the IZC has churches under commercial and industrial zones. We agreed to postpone considering mixed-use zones until a future meeting. Podmore suggested not discussing short term rentals today because they are not in the IZC. Burak outlined a potential future ordinance for short-term rentals.

A Historic District will be created as an overlay zone. The historic highway bypass was zoned as commercial.

A debate P&Z has had multiple times as a Commission is whether or not Bluff has a town center and should the Commission create one. This avoids a common concern that Bluff will become a long, linear town.

Since the IZC does not have a “recreational zone”, the Commission labeled future recreational areas as “agricultural” in alignment with the IZC. Agricultural Zone Division 3 allows for amusement rides, recreational activities, open spaces, buildings, etc.

Westfall was concerned that the IZC lumps open space, agriculture, and recreational use into the Agriculture Zone and asked if the Commission could break the zone apart in the future. For the time being, the Commission can use Divisions to make distinctions. The Commission discussed what easements or future easements might be considered for things like a Bluff River Trail. Fjerstad gave an example of creating incentives for easements by allowing increased density in a PUD if the property owner allows an easement.

The Commission mapped draft zones for the eastern and western part of the town. Those present agreed that the Guymon property in the flood plain should be zoned

agricultural. Next week, P&Z will look more to the west of town to the outer Town boundaries.

8:28 pm Public Comments

Jim Sayers said that the USU plan will be in book form soon and they will share copies with Planning & Zoning. Sayers said it includes a good analysis and ideas.

8:28 Additional Items to be added to Next Week's Agenda.

Action items include having IZC chapters reviewed and prepared and reviewing Bushnell's map. Commissioners will present through Chapter 9 of the IZC code next week.

8:34 Burak moves to adjourn, Bushnell seconds, all in favor, meeting adjourned.