

Town of Bluff

Planning and Zoning Commission

DRAFT MINUTES for May 16th, 2019 at 7:00pm

at the Bluff Community Center
190 North 3rd East, Bluff, Utah 84512

Call in: (605) 313-5624 Access Code: 887498

7:11 Commission Members Present: Sarah Burak, Michael Haviken, and Malysa Egge.
Absent: Kristen Bushnell & Amanda Podmore. Advisory Council: Eileen Fjerstad & Deborah Westfall. Town Council: Luann Hook & Jim Sayers.

Meeting Minutes from May 9th : Egge motions approval. Haviken seconds. Motion passes unanimously. Approved.

7:15 Citizens to be heard: Sayers commented to request an amendment to two meetings prior, saying he wanted a question related to highway and zoning added into the minutes from 5/2/19. "Why not leave Black Locust residential...?"

7:22 Old Business

1. Update from Town Council (Burak): Burak says Town Council is working on the review of the General Plan. P&Z members haven't had much time to review comments. Additionally, a meeting about signage is scheduled for Monday, and Michael will attend.
2. Review of Town Council comments regarding the General Plan (All): Hook says the Town Council is like another set of eyes reading and editing the document. Sayers may want to reorganize parts of the General Plan. Hook stated that Leppanen says the GP is "handed off" from Planning & Zoning and into the hands of Town Council. Burak clarifies that it's the Town Council's responsibility to provide edits going forward. Burak asks if the document could be released and not just view/comment only. Sayers uses Word. Haviken asks for photos to be included in the General Plan; Sayers will make a note of it. Hook advises that changes to the General Plan require a public hearing. Hook invites P & Z to the work sessions. Sayers advises that Town Council is meeting Monday with the Fire Station. Haviken is curious about next Town Council work session on General Plan.
3. Discussion of a recommendation form for submitting P&Z recommendations to Town Council (Burak, Podmore): Burak asks what does the Council want? Burak asks to draft a sample. Fjerstad advises to include a part of the application that includes "approval" or "for office use only" style section. Burak agrees and will draft a sample.

7:34 New Business

4. Review Zoning Map and label Divisions within zones: Using the map from May 2nd, Burak shares copies as well as IZC Zones and District fact sheet from Podmore. Westfall asks for a color coded key. Burak says green is ag, yellow is residential, red is commercial, blue is public on the May 2nd map- but does not exist in the new version - and will convert to commercial in upcoming versions. Zones are based on IZC. Industrial is colored pink at this time. Fjerstad questions if zoning code colors come from IZC. Burak shares Podmore's document relating to zones and districts. Burak says Moab is using the IZC districts. As a general rule, districts are more to less restrictive by number, 1 being most restrictive and three less. The higher number allows for all prior numbered districts allowances. Burak advises to zone for "what we want" and not "what it is now." Fjerstad recommends zoning broadly. Burak reminds that P & Z is making recommendations to the Town Council. Burak asks P&Z to think about zones and districts as homework. Egge asks the team to think about over or under zoning for residential or commercial in order to account for limited private lands and hopes to account for the people who need to live here. Mary Gillam says the maps we're using is from 2010, with some of the parcels unlisted. Burak clarifies that there's an additional map. Gillam suggests there are some subdivisions in the new school area that are not listed on the current map, saying the 2014 remapping project is not complete; she recommends using both 2010 and 2014 editions. Hook asks if we've considered the public lands in future planning. Burak says we have discussed but not really set anything other than considering which districts would make the most sense in which areas.
5. International Zoning Code Presentations of Chapters 7-12 (Burak, Haviken, Egge):
Chapter 7 (Burak reporting): Factory/Industrial Zone Divisions 1 (light manufacturing) 2 (stadium, breweries, recycling) 3 (quarries, petro refining, etc). Lot dimensions are presented in the table.

Chapter 8 General Provisions (Burak): Parking spaces & facilities, driveways, parking, lighting, fencing, accessory buildings, projections, landscaping, loading spaces (C & F1 zones), passageways; charts and details with dimensions in IZC. Burak read the text on "Approval for and Availability of Essential Services."

Chapter 11 (Egge) Nonconforming Structures: Allowed; modifications require conforming.

Chapter 12 (Egge) Conditional Use Permits: allowable, with process and permitting; consider health and wellness of surrounding area.

Chapter 9 (Haviken): Special Regulations, including home occupations; details within IZC. Adult uses require Conditional Use Permits.

8:22 Additional Items to be added to Next Week's Agenda: Remove General Plan updates; keep Town Council updates. Old business: review map for divisions within zones & finalize map. New business: review final IZC chapters (10, 13, 14). Sayers says to be discreet with draft maps. Egge reminds she will be absent but draft minutes are available on the google drive. Podmore will be asked to edit and post. Hook advises to add a formatting feature where "DRAFT" is written throughout/within the document. Sayers recognizes Burak for the San Juan Sweet Job Award at the school.

8:30 Egge motions to adjourn. Haviken seconds. Passes unanimously.

Our next regular meeting will be held at the **Bluff Community Center on Thursday, May 23rd at 7:00pm.**