

Town of Bluff

Planning and Zoning Commission

Minutes for May 30th, 2019 at 7:00pm

at the Bluff Community Center

190 North 3rd East, Bluff, Utah 84512

APPROVED

7:06 Roll Call

Planning Commission: Sarah Burak, Amanda Podmore, Malyssa Egge, Michael Haviken

Advisory Board: Eileen Fjerstad, Deborah Westfall

Town Council: Ann Leppanen, Luanne Hook

Approval of Regular Meeting Minutes from May 23rd - Podmore motions, Haviken seconds, three in favor, Egge abstains, motion passes.

Amend and approve Meeting Minutes from May 2nd - with Jim Sayers saying “why not leave Black Locust residential.” Burak motions, Podmore seconds, motion passes unanimously.

Approval of Regular Meeting Minutes from May 16th - Haviken motions, Burak seconds, three in favor, Podmore abstains, motion passes.

7:10 Citizens to be heard

Ann Leppanen asks whether with the current Commission vacancy, pressure of summer vacations, and the need to meet the quorum, it might make sense to increase the Planning & Zoning Commission body to six. Haviken notes that it could allow for split voting and the Commission has already undertaken a lot of work that will wrap up soon. Egge asked if the bylaws need to be amended and how long the appointment would be. Leppanen clarified that Section 3 of the bylaws would need to be amended. Several Commissioners and Advisory Council members were concerned about the potential for a tie and echoed Haviken’s concern that the existing body already has a depth of knowledge regarding the drafting of the General Plan. Podmore added that more people to do more work can be a positive. Egge questioned whether a sixth person could be added to the Advisory Council. Burak was also concerned about introducing new personalities that aren’t familiar with the past work. She spoke to the limitations in human capital in Bluff and the need to call on people for future roles, like the appeal authority.

Mary Gillam said she did not think the map would be done by tonight and requested access to the Google Drive, which the Commission can assist with if she gets a Google account.

7:20 Old Business

1. Comments and approval of form for submitting P&Z recommendations to Town Council (All): POdmore added a line for the project lead and will modify it in the future as needed.

2. Revision of deadlines to complete mapping and ordinances (Burak): Gillam has looked carefully at the data from Bushnell and has made a template map to complete Commission requests. She can make progress through the 9th. The Commission discussed whether there was time to amend the IZC before the end of June which is the self-imposed deadline for sending the zoning maps and ordinances to the Council. Podmore suggested the Commission has time to tweak the IZC some because the General Plan must be passed before the ordinances. The Commission agreed to put in some minimal changes to the IZC knowing that the Town Council may not approve them.

7:40 New Business

3. USU report information pertaining to mapping and zones (Haviken): Haviken reports the USU study is very pertinent to the zoning discussion. It is data-heavy and discusses many of the issues the Commission discussed while developing the General Plan. The study projects that by 2030, Bluff will have a population of 305 which is an increase of 43 people and a growth of about 18 houses. This suggests Bluff is not looking at a great deal of development in the next ten years. The Commission is awaiting an electronic copy of the USU study.

Haviken motions that the zones the Commission choose for the map be the most restrictive possible, that agriculture areas should all be Division 1 unless existing ranching or farming is there, commercial should be restricted to existing, industrial should be restricted to the existing areas, any new areas would be Division 1; and that new commercial blocks should not be more than 200' deep. Motion fails due to lack of a second.

4. Review Zoning Map and label Divisions within zones (All): Gillam developed maps for the meeting and said her starting point was May 16th. The data in polygons from Bushnell included almost all the private property in Bluff but the new zoning designations did not cover all of Bluff. She is lacking data for much of the unzoned, public lands as reflected in white and black on the map. The accuracy of the private parcel data is very critical in this mapping. Bushnell was using a 2010 data set that was not correctly located so Gillam pulled the online ArcGIS map from the County that has more up-to-date parcels and is correctly geolocated. Gillam recommends the Commission uses this parcel data set, and is manually adding the Copper Cliffs II plat.

Gillam first presented a map of existing uses based on the 2010 data set. Next, she prepared blank maps for the Commission to draw on. She requests that the Commission provide a zone for each parcel or chunk of parcels.

Regarding map design, some streets may be misnamed so Gillam requests that the Commission pay attention to this. Haviken requested that all the drainages be named. Fjerstad added that a drainage through Copper Cliffs is missing. Gillam is still missing the final Town shapefile that she can get from Ann Leppanen or Sam Cantrell at the County. The Commission also needs to think about what size paper the final maps need to be presented on so they are readable.

Burak requests that the industrial color scheme be changed. The Commission looked at East Bluff and discussed whether there was a need for Commercial along the Bluff Bench road. Haviken added that developers can ask for a variance if they want a commercial development. Egge and Podmore shared how an earlier discussion about this weighed options for zoning SITLA land, the potential benefit of telling SITLA what Bluff want of the land, and the benefit commercial areas like a gas station would bring to neighboring communities. Fjerstad reiterated that SITLA's mission is to make money so the Commission suggested making a suggestions to SITLA. Haviken cautioned that the Commission shouldn't zone an area commercial without knowing the Town's water supply restrictions. Burak suggested the Commission might be better served by an ordinance that limits taps.

Gillam added that the top parcels of the industrial gravel pit area west of the farm are undeveloped.

When discussing Commercial properties, Hook added that the USU students recommended thinking about town entrances. The Commission directed Gillam to draw a commercial polygon at the t-intersection of the Bench road and Highway 162. The Commission finished the East Bluff mapping.

Egge added that because she won't be at the next meeting that the commercial parcel north of highway 191 and west of Comb Ridge be aligned with Comb Ridge bistro.

Sayers added that the commercial 200' restriction helps transition from commercial to residential by ending the commercial zone halfway through the parcel in the alley. Egge recommends a 200' zone as well.

5. Approval of International Zoning Code Chapters (All) - tabled.
6. Create a list of additional ordinances needed or to be amended (All) - tabled.
7. Schedule of special work sessions (Burak) - work session proposed for Monday June 3rd from 1-3 pm. Those who cannot attend are encouraged to share their notes and suggestions with the Commission in advance. The agenda will include zoning map with divisions, USU study, and looking at IZC chapters (items 5 & 6 from today's agenda).

Egge suggested that the Commission query the town public for additional ordinances to draft. The Commission suggested using Google Forms to do so.

9:00 Additional Items to be added to Next Week's Agenda: continue with work session, discuss Google survey, and review unfinished business from Work Session.

9:05` Egge motions to adjourn, Haviken seconds, motion passes unanimously.