

Town of Bluff

Planning and Zoning Commission

Minutes for August 15, 2019 at 7:00 pm

at the Bluff Community Center

190 North 3rd East, Bluff, Utah 84512

APPROVED

7:01 Roll Call

Commission: Sarah Burak, Robin Cantrell, Michael Haviken, Amanda Podmore, Malyssa Egge

Advisory: Deborah Westfall

Town Council: Luanne Hook

Approval of meeting minutes from regular meeting 8/8 (Burak motions to approve, Egge seconds, motion passes unanimously), Work Session 8/14 (Cantrell motions to approve, Haviken seconds, 3 in favor, Egge and Burak abstain, motion passes).

Haviken is going to speak on behalf of roads and repairing 5th Street East at the Commission Meeting on Tuesday, August 8th.

7:05 Public Citizens to Be Heard - Burak asks that commissioners circulates email comments to the entire Commission. She also asks that the Commission remind everyone that comments are not official unless submitted in writing or orally at the public hearing. The Business Owners of Bluff (BOB) has asked the Commission to attend their meeting on Monday, August 19th and the Commission agrees two or less Commissions can meet with BOB after the public hearing so as not to show favoritism. Egge responded to the BOB request with a personal opinion that she saw value in BOB submitting formal comments.

Last week there was a comment from the Town Council that the Commission disclose any conflict of interest. Podmore clarified with the Town Council and it was suggested that the Commission not use pronouns like "I" and "we" when working for the broader interest of the town. Hook added that if there is a conflict of interest related to an employer, it must be stated.

Burak added that in the future, public comment may be limited to three minutes. Podmore announced that the joint County Commission and Town Council meeting will be next Tuesday, August 20th at 9:00 with lunch.

Burak asks that the Commission think on more ways to increase the online visibility of postings in addition to the Town website.

Andrea Martin submitted a written comment and was concerned that her husband received a letter but she is a sole owner. This was a mistake on the part of the Commission to be more inclusive and her husband will be taken off the mailing list in the future. Burak will respond.

7:15 Old Business

1. Update on Town Council Meeting 8/13/19 - The General Plan was passed. The Bluff Arts Festival requested and received a one-time rent-free use of the Community Center.
2. Review and work on draft ordinances - Podmore proposed postponing the dark sky ordinance so the Town has time to digest the other ordinances and so the Commission can host a later hearing with education on dark sky compliance. Egge was concerned about businesses that may be starting new projects soon so Podmore suggested the draft ordinances be left online and that a future hearing date be announced at the Monday hearing. At the hearing on the 19th, the Commission will present the zoning code, the subdivision ordinance, and the zoning maps. The draft needs to be done Monday the 19th and can be altered based on public comment. Additional ordinances can be passed in the future.

Haviken suggested two additions to the zoning code: that signs be protected if off-street parking occurs in the right-of-way and that the Town Council give permits for water taps. The Council agreed to remove the language on taps “a Town permit should be required for a tap into the Town’s Culinary water. I talked to the mayor about she agreed it would be an issue about who has the authority over the water” and revisit it in the future.

The Commission resolved one question in Chapter 10 on signs. Next, the Commission finished Chapter 9. The Commission discussed whether a commercial property would be allowed to have more than one dwelling. Kyna Mallery commented about this need for her property. The Commission cleaned up the parking section. Hook circulated a definition of Adult Uses. Podmore will clean up the zoning code, post it online tomorrow and send to the town lawyer. Haviken said the Commission did a good job in selecting the IZC because the language is simple.

3. Discuss public hearing rules, layout, and powerpoint - Some commissioners will arrive as early as 6 to post maps. Cantrell will bring the map. Kelly Davis will help hang the maps. Burak will help with hanging supplies. Podmore will bring comment sheets and sign in forms and projector. The Commission reviewed the draft powerpoint.
4. Discuss timing of sending ordinances to McAnany for review - Podmore will do when ordinances are ready.

8:25 New Business

5. Additional Items to be added to Next Week’s Agenda - review of public comments and legal review of zoning maps and ordinances. The Commission will also review public comments on the 29th and send them to Town Council on the 30th. Tentative dark sky ordinance public hearing scheduled for Thursday, Oct. 3rd at 7 pm.

8:53 Adjourn Haviken motions to adjourn, Podmore seconds, motion passes unanimously.