

Town of Bluff

Planning and Zoning Commission

Minutes for October 24, 2019 at 7:00 pm

at the Bluff Community Center

190 North 3rd East, Bluff, Utah 84512

DRAFT

7:03 Roll Call - Sarah Burak, Malyssa Egge, Michael Haviken, Amanda Podmore

Town Council: Luanne Hook

Advisory Council: Deborah Westfall, Wendy Smith

Approval of meeting minutes from 9/30 - Egge motions to approve, Burak seconds, four in favor, minutes approved, 10/10 minutes Egge motions to approve, Haviken seconds, minutes approved with four in favor, and Public Hearing 10/14 minutes Egge motions to approve minutes with the presentation documents, Haviken seconds, motion approved with four in favor.

Public Citizens to Be Heard

Jen Davilla: Was concerned that she had misinterpreted the ordinances, specifically around the outdoor lighting curfew. Davilla also asked about the process with the sign permit application. Hook clarified that it was approved and sent to the Commission for approval. Now it is the Commission's application and folks will send applications to the Commission for approval. Davilla would appreciate it if the Commission could review her sign application soon as she has been waiting.

Kyna Mallery: thinks that two years for compliance is a short amount of time. The ordinance and time compliance are more restrictive than Torrey. She is concerned that the time frame will be costly for both businesses and residences and the short time frame will impact compliance. Her suggestion is to lengthen the compliance time to 5-7 years.

Wendy Smith: there are a lot of options for light compliance that require research but may not be as costly as people think if there are ideas to work with existing light fixtures. Smith said it is important to have a light that shines down, not up, for safety reasons.

Davilla said she agreed with Mallery that a residential retrofit is less costly and extensive than for a commercial entity.

Old Business

1. Update from Town Council - Hook reported that the Council approved the sign application and building permit application; Sunrise Engineering is contracted for the water study for the town and there will be a kick-off public meeting soon; the Town is preparing to make an offer for the existing schools; Haviken gave a road update and did some recent patchwork; the Town is working on getting plowing in place through the County in case of snow this winter; Leppanen is looking for someone to help with town budget on a paid basis; Diana Davidson had comments on dark skies.

2. Review, discuss, and vote on the Outdoor Lighting Ordinance - Burak read Diana Davidson's concerns from the 10/22 Town Council Meeting and clarified that the Town Council minutes misrepresented the draft ordinance. Egge read section 6.H. of the draft. The way the draft ordinance is written, parking and entrance can be lit for guests and safety and lights must be in compliance and that an hour after business, the lights must be off. Burak read an email from Davilla saying that compliance may make a curfew unnecessary. Burak added that while the town is achieving compliance, a curfew may be especially helpful. Davilla said that town lighting is important during the tourist season when folks roll into town. Davilla said because her inn is off the main road, it is difficult for people to find her establishment at night. Haviken said he doesn't see any problems with the ordinance as written. Davilla said she needs some form of lighted landmark to get people to her establishment; residents on 7th West are frustrated, too.

Egge would like to negotiate. One option is to keep the two-year deadline and eliminate the curfew or restrict the curfew to non-compliant lights. She added that the major offenders are night are hotels and motels and they're not restricted anyway. Podmore said she supports extending the compliance date but sees the importance in keeping the 1-hour-after-closing light requirement and would strike the recreational curfew. Burak agrees with striking section H.2 and is concerned about always lighting town. Podmore suggested a compliant streetlamp would be a better landmark than a business; Davilla asked who would pay for this cost.

Egge is concerned about responding to ambulance calls at night. . The draft was adjusted to read that noncompliant light fixtures on commercial established shall be turned off an hour after closing until said lights come into compliance and the residential curfew was removed. Burak suggested this can be readjusted in the future. The exemption in section H.1 was extended to safety and medical facilities. Next the Commission addressed party/special events. There was concern about large town events like the fair that may need to be addressed later with a special event permit. The Commission added a section in recreational lighting allowing special event lights like string lights.

Two years compliance was addressed and there was a suggestion by Podmore and Burak to extend to three years. Haviken said the town is mostly residential and if we help the few businesses that are out of compliance, the town can meet the two-year deadline; Westfall agreed. She agrees that the longer we wait, the more it may lose momentum. Davilla says it's over \$1000 to make her porch lights compliant. Hook suggested three years, especially to meet with grant funding deadlines. The two-year deadline was not changed. Haviken motioned to approve the draft outdoor lighting ordinance as stands, Egge seconded, motion passed with four votes. Podmore will send a copy to Chris McAnany. Burak will email to Council.

New Business

3. Review building permits and site plan applications- Homework is to read the building permit application from the County. It has been reviewed by Town Council and is up to the Commission to make final changes. There are no building permits in front of the Commission to review.

4. Set priority list for future ordinances, create assignments- Haviken will work on his pieces. Cantrell will present the animal ordinances on Nov 7, which are nearly complete. Podmore will present on short term nightly rentals for the community on Nov. 14th. Podmore will draft an email to the town.
5. Review sign permit application - Podmore and Hook will talk offline about a table of contents issue. Westfall's question was for clarification about on-premise versus off-premise signs. The application was revised to say all applicable ordinances can be found online. The council suggested adding a few at a later time. Haviken motions to approve sign permit application as revised and presented, Podmore seconds. 4 approved, motion passes. Podmore will put the new sign permit on the website. Monday October 28th at 7 there will be a special meeting to in office #1 to consider Jen Davilla's sign permit.
6. Animal Ordinance review and discussion -tabled
7. Set meeting schedule for November and December- The Commission set meetings and the meetings on Dec. 26th and January 2nd are canceled.
8. Additional Items to be added to the next meeting's agenda

Haviken motions to adjourn, egge seconds, meeting unanimously adjourned at 8:40 pm.