

Town of Bluff
Planning and Zoning Commission
Work Session

Approved Minutes for Thursday, June 11 at 9:00 am
at the Bluff Community Center
190 North 3rd East, Bluff, Utah 84512

9:00 Roll Call - Sarah Burak, Malyssa Egge, Robin Cantrell, Michael Haviken, Amanda Podmore. Town Council - Luanne Hook & Ann Leppanen

Public Citizens to Be Heard - Luanne Hook said that there is something to measuring setbacks from the centerline and that the Commission should look into that further. Mayor Ann Leppanen said the town will probably move into the “yellow” zone today or Friday based on the recommendation of the Public Health Department, which means if people feel comfortable they could begin meeting in person. Leppanen said COVID-19 numbers are still going up in San Juan County and she does not encourage the Commission to meet in person. If and when the Commission does meet in person, Leppanen has some feedback for the layout so the Commission is ADA compliant. Burak will put it as an agenda item at the next meeting.

1. Review and revise the Land Use Clearance (LUC) form - What the Commission wants to accomplish with this form is making it very clear what is required. Egge asked if the Commission should make separate forms for different types of projects. Burak agrees, Podmore suggested it be based on project size. There is interest in reducing the advisory pages of the LUC because that’s information outside of the Commission’s control; it’s what the County is looking at. Haviken said that the control the Commission has is during the Submittal process so he supports having a form that covers all the bases. Cantrell agrees with keeping it with what the Commission have control over. Egge and Podmore would like a Bluff Planning & Zoning email. Podmore will ask Ann & Linda if the Commission can have a Town of Bluff email. Big thanks to Egge for making the form! The Commission added a signature block for the applicant if it’s different from owner and contact information and finalized the form fields. The Commission will look at the advisory documents attached to the current LUC form at the next meeting. The Commission agreed to have LUC valid for 1 year after the approval date.
2. Review and discuss how to best use and incorporate pages 3-7 of LUC detailing Site Plan Review- Tabled.
3. Other - Discussed the upcoming regular meeting agenda. The Commission will continue to use Google Hangouts instead of Zoom.
4. Haviken motions to adjourn, Cantrell seconds, Cantrell aye, Podmore aye, burak aye, Egge aye, Haviken aye, motion passes unanimously. Meeting adjourned at 10:11 am,