

Town of Bluff

Planning and Zoning Commission Work Session

MINUTES for Thursday, July 9th at 9:00 am

Remote Videoconference - Bluff Community Center

190 North 3rd East, Bluff, Utah 84512

APPROVED

9:02 Roll Call - Sarah Burak, Amanda Podmore, Robin Cantrell, Malysa Egge. Michael Haviken has an excused absence.

Public Citizens to Be Heard - Amanda Podmore commented that Governor Herbert is considering a mandate to require facemasks in public and Podmore said she supports this for the wellbeing of the town and to keep businesses open. Podmore suggested people write the Governor to share their support for this. Cantrell agreed and said there is a rise in cases in Blanding.

1. Review and revise the Land Use Clearance (LUC) form - The Commission finalized edits on the LUC application form. Contact information including the new email address (planningzoning@townofbluff.org) was added. The Commission discussed not having stormwater improvement requirements or the authority to regulate them. The Commission added language alerting people about possible site plan requirements. Podmore will work on a flow chart graphic to outline when a site plan is required. The Commission agreed to make a Land Use Clearance valid for one year and if a building permit is not acquired in that time, a new LUC will be required.
2. Review and discuss how to best use and incorporate pages 3-7 of LUC detailing Site Plan Review - The Commission will incorporate these into the website in the future.
3. Review and discuss updated wording for archeology - tabled.
4. ULCT Legislative Tracking mandate HB374-tracking permits and time for approval - ULCT is asking for tracking on building permit approval timelines. The Commission will do this for Land Use Clearances for transparency. Report #1 must be submitted to ULCT on August 15 for June and July 2020 and Report #2 must be submitted to ULCT on October 15 for August and September 2020. Egge and Burak will work on a template based on the samples provided by ULCT. The Commission will consider a template for approval at the August 5th regular meeting. Burak will clarify if this is something the Commission will have to submit every two months.
5. Other - Podmore asked about the status of the Accessory Dwelling Unit survey. It asked about the number in the town, ordinances that restricted them, and if they are a part of the Town's housing solution plan. Burak didn't put a number because the Commission has only counted airbnbs, not ADUs. The Commission discussed how some ADUs in town are not short term nightly rentals. Next meeting: vote on LUC form, vote on approving Chris Mcanany's LUC ordinance, review of archaeology ordinance, review of building permit process flowchart.

Podmore motions to adjourn the meeting. Cantrell seconds. Burak: aye, Cantrell: aye, Podmore: aye, Egge: aye. Motion passes unanimously. Adjourned at 10:04 am.