

Town of Bluff

Planning and Zoning Commission

Minutes for Wednesday, June 17 at 6:30 pm

at the Bluff Community Center

190 North 3rd East, Bluff, Utah 84512

APPROVED

6:31pm Roll Call - Michale Haviken, Amanda Podmore, Malyssa Egge, Sarah Burak, Robin Cantrell

Advisory Council: Deborah Westfall

Town Council: Luanne Hook

Approval of meeting minutes from regular meeting on June 3, 2020- Cantrell motions to approve June 3rd Meeting minutes, Haviken seconds, Haviken: aye Burak: aye Cantrell: aye Egge: aye Amanda aye. Motion passes unanimously.

Approval of minutes from work session on June 11, 2020 - Egge motions to approve, Haviken seconds, Haviken: aye Burak: aye Cantrell: aye Egge: aye Amanda aye. Motion passes unanimously.

Public Citizens to Be Heard - Cantrell asked about two council members and two Commissioners working on an informal committee to look at building permits. Hook said it was an ad hoc committee to look at ways for the Town to be independent if need be because of the interlocal agreement. Haviken asked about the status of the Welton-Kranz building permit but Hook said it wasn't discussed this week by the Town Council. The County is saying they applied for their building permit before our ordinances went into effect. Hook's personal opinion is that we could ask them to come to the Commission to present. Haviken is concerned about public right-of-ways.

Burak reminded folks that there is a closed-captioning option for people attending via google hangout.

Old Business

1. Town Council Update - Hook said that the next budget was cut in half because of COVID concerns. The work session and meeting discussed the acquisition of the old school. The Town withdrew their offer to buy the school because it would have cost \$1.6 million and is trying to find alternative funding to just purchase the school. They are submitting a different offer with a contingency plan. Bluff has gone to yellow, Sand Island is still orange. June 12th is the no-burn date. The July 7th agenda will discuss opening the community center. Haviken reported that Sayers said that the Town would likely not receive the CIB funding because the Town disproved drilling through the Bluff aquifer. The Transient Room report estimates that Bluff can host 867 people, which is well over the 60% requirement to be a resort town. Podmore reported that the Town Council approved Planning & Zoning creating its own generic email on their server.

New Business

2. Review building permits, land use clearances, & site plan applications-Colleen Cayes application - Burak will fill out the actual LUC form that is blank but PZ has received the narrative and signature from Colleen Cayes. Egge asked who the Copper Cliffs II architectural committee was. The application included documentation signed by Rick Meyers for the septic. Haviken asked about the setbacks; Milan Munson via telephone confirmed that the

house is setback 30 feet from the property line. Haviken asked about dust control; Munson said the dirt will be wet and compacted as they level the pad. PZ Ordinances do not currently address dust. Podmore was concerned about the setbacks but is comfortable with the 30-foot setback Munson stated verbally. Haviken is comfortable with the finished height. Haviken motions to approve submittal of Colleen Cayes Land Use Clearance, Cantrell seconded, Haviken: aye, Burak: aye, Cantrell: aye, Egge: aye, Podmore: aye. Motion passes unanimously. Burak will sign the documents, scan them, and coordinate with Munson on their return.

3. Vote to recommend revised Land Use Clearance ordinance - Haviken asked why 2000 square feet was used, saying other places like Moab have a 2000 foot cutoff. Podmore clarified the use of the square footage. Haviken asked about all projects submitting a site plan. Cantrell asked for clarification on which types of projects would need a site plan. Haviken suggested 400 square feet. Podmore asked if having different site plan requirements were necessary based on the size of the project. Egge commented that a public education document would be very helpful so the public knows what is expected of them if they want to build. Her second comment was that there would be another way to trigger different tracks for building than the square footage. Burak agrees and said that we don't currently have a minimum square footage requirement for a Land Use Clearance. Haviken would like a work session on this topic. Podmore suggested everyone does homework on this, beyond just Moab's triggers.
4. Review and finalize Land Use Clearance form - Cantrell said that the previous LUC form said that moving a modular home or trailer onto a property requires a building permit. Podmore said this should also be in the ordinance. This language including a disclaimer about outstanding concerns was added to the Land Use Clearance document. The ordinance is not clear if a Land Use Clearance is required for something like a shed that doesn't have electricity and water. The Commission discussed removing the short narrative requirement.
5. Discuss returning to in-person meetings - The Commissioners do not wish to return to in-person meetings at this point in time. Egge commented that we should make sure no one is excluded from virtual meetings. Haviken said the COVID-19 risk is still so if we can continue to not exclude people by meeting virtually, this is a good way to go. The Commission will continue to meet virtually for now.
6. Discuss creating an ordinance for idling vehicles - There have been complaints about trucks idling. Haviken said many municipalities make no-idling zones and we could make the library an idling-zone. C-Road money could be used to make signs. Egge feels there is a distinction between a personal vehicle and a commercial vehicle, Cantrell added that overnight idling seems to be the issue. Burak will reach out to the two public citizens who complained and see if they want to do the background research to help the Commission.
7. Review and discuss updated archeology language in the current ordinance - Tabled.
8. Other - Podmore will make a planningzoning@townofbluff.org email.
9. Additional Items to be added to the next meeting's agenda - Work session Thursday the 9th to work on the Land Use Clearance form, archaeology, and Land Use Clearance ordinance. Podmore motions to adjourn, Haviken seconds, Haviken: aye, Burak: aye, Cantrell: aye, Egge: aye, Podmore: aye. Motion passes unanimously. Meeting adjourned at 7:36 pm.