

Town of Bluff
Planning and Zoning Commission Work Session
Agenda for Wednesday, January 19, 2021 at 6:00 pm
VIRTUAL - Bluff Community Center
190 North 3rd East, Bluff, Utah 84512

APPROVED

6:04 Roll Call: Sarah Burak (Chair), Amanda Podmore, Marcia Hadenfeldt, Ed Dobson, Malysa Egge (joined at 6:06PM)

Mr. Milan Munson had joined the meeting. Burak recognized Munson and stated that she had received his Land Use Clearance application. The LUC will be addressed during the Regular February, 2nd meeting, as voting is unable to occur during a work session. Burak will send the application to all commissioners.

New Business

- 1. Zoning Ordinance Edits:** The commissioners reviewed the entire remaining Zoning Ordinance document and addressed any comments made by commissioners which had not been discussed during previous meetings. Minor grammatical edits were made which did not change the intention of the ordinance. The following sections were discussed and/or edited.
 - Human remains (*6.01.020 Adoption of Official Zoning Map; General Provisions. Section I 2*): if encountered, San Juan County should be contacted; deleted the town, as the law only states that one contact law enforcement, not the municipality
 - Buffers (*6.01.050 Requirements and Procedures Applicable to all Zones*): It was determined that buffers should not be subject to setback requirements for subsection D.
 - Added “Fences” and “Driveways” under section *6.01.050 Requirements and Procedures Applicable to all Zones*. Fences nor Driveways are subject to setback requirements and shall not encroach onto neighboring properties. The commissioners discussed driveway placement and noted driveways tend to become wider and wider; landowners should watch where the driveway ultimately ends up.
 - Allowing Recreational Vehicles (RVs) and/or RV Parks in Zones A-2 (*6.01.070 Agricultural A-2 District*) or A-3 (*6.01.080 Agricultural A-3 District*): Podmore noted there is a great deal of land currently zoned in A-2 and had concerns regarding water usage for RVs if placed in A-2. She suggested zoning RVs into zone A-3 instead, which would align with the campgrounds and recreational activities already approved in Zone A-3; other commissioners agreed. RVs were already allowed in Commercial Zones.

- Kennels or small kennels under section 6.01.130 *Residential District*: Ultimately it was decided that small kennels would not be added to any residential district, as the issues stemming from the Commercial Zones were already crossing into the residential zones.

- Density in Residential Zones: The commissioners discussed in detail the merits of including density limits in residential zones, as well as the drawbacks. It was noted Utah had set minimum density at one acre at one time due to septic requirements and wells. Because Bluff was tied into a public water system, a half-acre allowance was made. The idea of a landowner creating a “compound” and building many dwellings was discussed. It was noted that a subdivision clause or application would only be required if lots were sold and therefore, the P&Z Commission would only receive Land Use Clearances for large, multiunit builds. Therefore, they could only advise or suggest that the landowner consider access or setback for future subdivisions.

It was ultimately decided that a density limit would be added to the residential section. The minimum lot area shall remain one-half acre. The maximum density is one dwelling unit and one accessory dwelling unit per half-acre pending septic clearance. For lots three (3) acres or greater, the maximum density is one dwelling unit and one accessory dwelling unit per acre.

- Section 6.01.140 Signs: It was decided certain signs will not require a sign permit and there will be signs that are prohibited.

Signs that will not require a permit are as follows: non-electric signs 15 square feet or less in residential areas; non-electric signs 40 square feet or less in all other zones; electric light or neon signs that comply with the outdoor lighting ordinance that are 4 square feet or less; relator signs; temporary event signs not to exceed 20 calendar days; political signs.

Prohibited signs remain the same, except under section 5 regarding signs on historic vehicles. Signs will not be allowed on any other historic vehicles, except those that are existing when the ordinance is approved; those signs will be grandfathered in.

The commissioners agreed to not reference the dark skies ordinance under the signs portion of the zoning ordinance, as the ability to reference every single ordinance would be lengthy and the commissioners did not want to set a precedent. All signs are subject to the dark skies ordinance separately.

- The commissioners removed the footnote at the very bottom of the ordinance regarding signs with manually changeable text, as these signs are regulated by the size of the sign.

Dobson made the motion to adjourn, and then withdrew the motion.

2. **Hearing Timeline:** The commissioners discussed what needed to be accomplished in order to meet a mid-February hearing date. **February 16th was chosen as the date of the Public Hearing.**

3. **Task Assignment for Mailings:**

Hadenfeldt and Burak will review the letter to ensure all changes were notated, and will send to Podmore by January 24. Podmore will contact the mailing house and send the spreadsheet and letter by January 26. This should take one week at the mailing house. Podmore will send the notice to the San Juan Record, to be published by February 2. Podmore will create a PowerPoint for use at the public hearing.

Egge suggested that while not required, it might be a courtesy to send the information out via email, as well, as many communications are sent via the town email list. Burak will send the same public notice letter on February 6 via email.

Burak will also update the google calendar so links are automatically sent for the public hearing. A spreadsheet will be used to track public comments during the virtual public hearing.

4. **Other:** Podmore asked if the draft changes should be placed on the website in PDF or Word format – PDF was preferred. Burak noted the February 2nd meeting will be a regular meeting including Land Use Clearances and the position elections.

Dobson made the motion to adjourn. Hadenfeldt seconded the motion. Egge – Aye, Dobson – Aye, Podmore – Aye, Burak – Aye, Hadenfeldt – Aye. All in favor, none opposed. The motion passed unanimously and the meeting adjourned at 7:29PM.