

Town of Bluff

Planning and Zoning Commission Regular Meeting

Wednesday, 10/5/2022 at 6:00 pm

VIRTUAL - Bluff Community Center

190 North 3rd East, Bluff, Utah 84512

APPROVED

6:00 Roll Call: Amanda Podmore (chair), Marcia Hadenfeldt, Malyssa Egge, Ed Dobson
Town Council Representative: Luanne Hook Erin Nelson

Approval of minutes from 9/21/2022 regular meeting: Discussion: the description of a concrete wall was changed to a concrete building and the section on editing the agenda request form was expanded. Hadenfeldt motioned to approve the minutes as corrected, Dobson seconded: Amanda Podmore (aye), Marcia Hadenfeldt (aye), Malyssa Egge (aye), Ed Dobson (aye)

Public Citizens to Be Heard: none

Old Business

- **Update from Town Council:** Hook reported that the Town Council:
 - set 12/1 as the date for a public hearing pertaining to a disconnect of a property on the bench
 - signed a contract with Pathways for strategic planning
 - planned a Tuesday morning work session to discuss the lighting ordinance
 - approved changing the wording of 'single family' to 'residential' in zoning code 6.01.090. Nelson stated that since these changes were not more restrictive, no public hearing is required and that these changes will be posted to muni-docs.
- * the P&Z Commission's recommendation to fill a vacancy will be considered next week

Review and approve draft Site Plan Application Form: Podmore suggested changing the direct link to the Town of Bluff website in case of future URL changes. Podmore also suggested that the number of copies requested should be 4 to be consistent with the zoning code. Nelson said that the background of the form and sources of the fee calculation structure are important to management and should support the not-for-profit status. Hadenfeldt said that this application is separate from a subdivision application and that the submittal requirements checklist is a list of titles of what is required and that applicants can further research those titles for specifics. Egge inquired about document scanning and storage in a virtual format for access and efficiency. Podmore suggested changing to 4 copies to keep consistent and removing the size requirements. Hadenfeldt motioned to recommend the changes and the site plan form to the Town Council. Dobson seconded. Amanda Podmore (aye), Marcia Hadenfeldt (aye), Malyssa Egge (aye), Ed Dobson (aye) Motion passed.

PZ Commission vacancy update: The P&Z Commission's recommendation to fill a vacancy will be considered at the next Town Council meeting.

New Business:

Land Use Clearances: (Andrea Martin for 680 W Main St): Martin summarized her LUC request which was based on a previous edition of the code which did not define 'remodel'. Hadenfeldt concurred that Martin had worked from the non-updated version on the website. Podmore suggested that the project as presented did not require a land use clearance since none of the work as outlined was considered structural. Hadenfeldt motioned to accept the LUC as presented, Dobson seconded, Amanda Podmore (aye), Marcia Hadenfeldt (aye), Malyssa Egge (aye), Ed Dobson (aye) Motion passed. Martin requested that the approved LUC also be sent to the county as she may require a building permit.

Update on potential RV ordinance - Podmore: Podmore reported that the town attorney could help with code changes but needed more specifics. The commissioners agreed to create a google-doc list to present to the town council before submitting to the attorney. Egge noted the importance of providing for and soliciting public input. Hadenfeldt said that a public hearing would be a part of the process of approving the ordinance. It was agreed that the list could be homework and be discussed further at the next meeting.

Dark Sky Ordinance Questions with John Barentine including changes to lumen number and changes to enforcement: The Commissioners discussed changing the lumen allowance numbers for A2 and A3 from 0 since many agriculture zones are in town and may require some lighting. The commission could not resolve the section D enforcement clause and will refer this item back to the Town Council.

Items for the next agenda:

- *agenda request
- *RV discussion
- *chair responsibilities

Other: none

Dobson made a motion to adjourn the meeting, Hadenfeldt seconded, the vote was unanimous and the meeting was adjourned at 7:08.

Requests for additional or modifications to agenda items are due by 5pm each Monday to planningzoning@townofbluff.org or to Town of Bluff at 435-672-9990 to be discussed at the next Wednesday scheduled meeting. An Agenda Item Request form can be found online at <http://townofbluff.org/planning-zoning/>. Closed captioning will be available on the videoconference.