

Town of Bluff
Planning and Zoning Commission Regular Meeting
Wednesday, December 21, 2022 at 6:00 pm
VIRTUAL - Bluff Community Center
190 North 3rd East, Bluff, Utah 84512
APPROVED

6:00 Roll Call: Amanda Podmore (Acting Chair, remote attendance), Marcia Hadenfeldt (acting chair, local attendance), Malia Collins (remote attendance), Ed Dobson (excused), Malyssa Egge (interim appointment, not in attendance)
Town Council Representatives: Erin Nelson

Approval of minutes from 12/7/2022 regular meeting: Podmore motioned to approve the minutes as submitted, Collins seconded: Podmore (aye), Hadenfeldt (aye), Collins (aye): The motion was passed with a quorum. The minutes were approved.

Public Citizens to Be Heard: none

The Town Mayor, Ann Leppanen, addressed the commission briefly, thanking Malia Collins for her service and Malyssa Egge for continuing as an interim commissioner. Leppanen also noted that The Council is actively seeking to fill the remaining 4-year term P&Z vacancy. The Mayor also inquired about the P&Z regularly scheduled meeting/s between June and July of 2023. Hadenfeldt indicated that this will be addressed in the January meetings and that the P&Z email is checked regularly for the need to schedule any special meetings. Podmore noted that those weeks of the schedule were left open until plans became more certain but that the commission plans to hold a meeting during that time.

New Business

1. Land Use Clearance for Josh Lamb, 96 E Highway 162, Bluff, UT: Hadenfeldt introduced Lamb's application for the construction of a small agricultural shed. The setbacks, building height and other criteria meet the zoning ordinance requirements. One concern is that the ownership documentation is in Betty Lamb's name. The Commission would need a letter signed by the owner granting Josh Lamb permission to build on that land. The other concern is that highway 162 is misidentified as highway 166. Podmore and Collins were in agreement. Podmore suggested the possibility of a conditional approval pending the receipt of a letter granting Lamb permission from the owner to build. Hadenfeldt noted that Lamb was not present at the meeting and clarified that a conditional approval cannot be used to obtain a building permit. Hadenfeldt motioned to conditionally approve Lamb's request for a LUC pending the receipt of a letter granting the owner's permission for Lamb to construct a small agricultural shed on that property. Collins seconded the motion. Podmore (aye), Hadenfeldt (aye), Collins (aye): The

motion was passed with a quorum. Podmore agreed to contact Josh Lamb and the LUC application will be held until the receipt of the letter.

2. Other: Hadenfeldt notified the Commissioners of 2 recent inquiries she received. The first was a question regarding construction which would not meet setback requirements on property owned by one owner but with a lot line dividing it into 2 lots. Hadenfeldt spoke with Cindy Holyoak , the county recorder, who suggested a quit claim deed to unify the property. Hadenfeldt noted that the Town has nothing to do with that process. Collins referenced the boundary line adjustment procedure in the ordinance but noted that it is not relevant to this situation. The second inquiry pertained to the process for requesting a zoning change to change a commercially zoned lot to a residential zone. Hadenfeldt referred this person to the zoning code form to request a zoning change/map amendment. Hadenfeldt shared these inquiries in the interest of keeping the public, the commissioners and the town council informed of possible upcoming requests received through the P&Z email. .

Hadenfeldt made a motion to adjourn the meeting, Collins seconded, the vote was unanimous and the meeting was adjourned at 6:27 PM.

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.