

Town of Bluff
Planning and Zoning Commission Regular Meeting
Wednesday, January 4, 2023 at 6:00 pm
VIRTUAL - Bluff Community Center
190 North 3rd East, Bluff, Utah 84512

6:00 Roll Call: Amanda Podmore (Acting Chair), Marcia Hadenfeldt, Malia Collins, Ed Dobson, Malyssa Egge (interim appointment, excused)
Town Council Representatives: Luanne Hook, Erin Nelson: Town Manager

Approval of minutes from 12/21/2022 regular meeting: The previous minutes were amended to indicate that the commissioners do plan to hold a meeting, exact date to be determined, sometime between June and July of 2023. Further clarifications were made regarding previously submitted emails referring to an inquiry about a lot line and a zoning change. Hadenfeldt motioned to approve the minutes as amended, Collins seconded: Amanda Podmore (aye), Marcia Hadenfeldt (aye), Ed Dobson (abstain), Malia Collins (aye), The motion was passed. The minutes were approved.

Public Citizens to Be Heard: none

Old Business:

1. Update from Town Council: Hook reported that the Town Council will have a work session at 9AM on Friday 1/6 and the regular meeting on Tuesday, 1/10. 3 EMTs have been trained. Nelson added that the Town Council and consultants will hold a full-day strategic planning session on Wednesday, 1/25.

2. Update on PZ Emails (Nelson): no update at this time, still in progress: Nelson requested to keep it on future agendas.

3. Final Reminder: Training for all Commissioners (Nelson): Trainings should be completed by the end of this month.

New Business

4. Land Use Clearances: none

5. Election of Planning & Zoning Officers (Chair and Vice Chair): Hadenfeldt nominated Podmore for the position of Chair, Collins seconded, Podmore accepted and called the question: Dobson (aye), Collins (aye), Hadenfeldt (aye) Podmore (abstained). Collins nominated Hadenfeldt for the position of Vice Chair, Dobson seconded, Hadenfeldt accepted and called the question to vote: Dobson (aye), Collins (aye), Hadenfeldt (aye) Podmore (aye).

6. Review of individual PZ Commissioner roles: Podmore shared the P&Z Division of Responsibilities document. Collins volunteered to edit documents during meetings. Hadenfeldt

suggested and the commission clarified that the Vice Chair would attend Town Council Meetings 'as needed, if not the responsibility of another commissioner'. Dobson inquired and the commission clarified that *both* the agenda needed to be physically posted and Amanda would research if the approved minutes are to be publicly/physically posted.

7. Review list of pending projects, documents, and priorities from 2022: Podmore shared the P&Z Commission 2022 Goals document. Hadenfeldt suggested not yet including additional ordinances as priorities since further enforcement guidance is needed from the Town Council. Podmore and Hadenfeldt suggested clarifying the language in the Land Use Clearance ordinance and site plan application. Hadenfeldt motioned to adopt the goals for 2023 as presented, Dobson seconded: Dobson (aye), Collins (aye), Hadenfeldt (aye) Podmore (aye). The motion passed unanimously.

8. Update and next steps on drafting an ordinance regulating RVs: This consideration is in its initial stages and is ongoing. The commission agreed to continue the discussion in 2023 and to re-circulate the existing outline and post it to the next meeting agenda. Podmore suggested researching the common practices of regulating RVs. Hadenfeldt added that federal and UT state regulations must also be considered. Nelson mentioned that the Utah League of Cities and Towns will be going into legislative session and she will look into whether they can help us with this further over the next month.

9. Items for the next agenda:

- *review RV outline and potential update from the Utah League of Cities and Towns pertaining to the regulation of RVs in Utah.

- *look at clarifying LUC language

- * (There is no P&Z meeting during the 3rd week of January due to the holiday week. The next meeting is the first Wednesday in February.)

10. Other:

- *P&Z conflict of interest forms need to be submitted and notarized, even if no conflicts of interest exist.

Hadenfeldt made a motion to adjourn the meeting, Collins seconded, the vote was unanimous and the meeting was adjourned at 6:43 PM.