

**Town of Bluff**  
**Planning and Zoning Commission Regular Meeting**

**Wednesday, February 15, 2023 at 6:00 pm**

VIRTUAL - Bluff Community Center  
190 North 3<sup>rd</sup> East, Bluff, Utah 84512

approved

**6:02 Roll Call:** Amanda Podmore (Acting Chair, excused), Marcia Hadenfeldt, Malia Collins, Ed Dobson, Malysa Egge (interim appointment)  
Town Council Representatives: Luanne Hook, Erin Nelson: Town Manager

**Approval of minutes from 2/1/2023 regular meeting:** Discussion ensued which covered Egge's abstention of the approval of previous minutes, corrections to the Update from the Town Council and the change of the wording under the LUC from '2 houses' to '2 structures'. Dobson motioned to approve the minutes as amended, Egge seconded: Marcia Hadenfeldt (aye), Ed Dobson (aye), Malia Collins (aye), Malysa Egge (aye). The motion was passed. The minutes were approved as amended.

**Public Citizens to Be Heard:** none

**Old Business**

- **Update from Town Council:** Hook reported that the Town Council:
  - \* will, but has not yet set a Public Hearing date for requesting alley and street vacation. The application showing the process for doing that is on the website. Another form will also be added provided for doing work or activity on right-of-way or road or alley.
  - \* discussed several grants in progress: the USDA, the EPA and the Inflation Reduction Act.
  - \* reported that the playground at the CCC will need to be removed and demolished. The playground at the new school will be open to the public.
- \* received notice that the BLM is looking at trading 3 parcels of BLM land within the Town of Bluff to SITLA, trading it for Bears Ears pieces. (2 are on the river bottom in the flood plain area and 1 goes up to the highway out by the Mission.) Nelson clarified that this is a proposal and that the map is posted on the town website under resident resources.

**New Business**

- **Land Use Clearances:** Kate Aitchison and Brian Whitney submitted a plan for constructing an addition to the existing studio structure on their lot on East Black Locust and Red Rock Road. Hadenfeldt questioned whether the private drive was included within the lot boundary. Whitney responded that he believes that it is. Egge noted that the sewage disposal system has been approved. Egge also noted that the distance from the structure to the edge of the drive is within setbacks as long as the drive is within the lot, but that even as a non-issue, the distance to the lot line should be verified. Whitney

agreed that he would verify. Collins motioned to approve the LUC application as presented, Egge seconded and the vote was unanimous: Hadenfeldt (aye), Dobson (aye), Collins (aye), Egge (aye).

\* **Question from Sharon Collier re: Tiny Houses:** Hadenfeldt said that Collier was considering a plan to provide employee housing in the form of tiny houses on the lot a block and a half from the restaurant and wondered how many tiny houses would be acceptable. Hadenfeldt noted that as long as the plan includes approved setbacks and septic requirements, as many tiny homes as would fit would be allowed. Egge agreed and noted that compliance needs to be according to what is currently written in the ordinance. Hadenfeldt also confirmed that the definition of a tiny house includes the words 'permanent or non-permanent'. Collins noted the need to define both tiny homes and RVs. Hadenfeldt indicated that she would respond to Collier that tiny homes would be welcome on the lot as long as they meet all setback and safety requirements.

\* **P&Z Public Postings:** Hadenfeldt and Nelson reported that for Planning and Zoning requirements only the agendas need to be publicly posted.

\* **Email Procedure for Shared P&Z Email:** Hadenfeldt confirmed that although each commissioner has access to the shared email, she would continue to forward the most relevant emails to each commissioner and that this discussion should also include Podmore. Nelson recommended that a discussion of the digital filing system be postponed until Podmore could also be included.

\* **Digital Filing:** postponed

\* **Update LUC Ordinance for Clarity:** The Commissioners agreed to homework including the review of the LUC application form and the ordinance, making notes and suggestions in order to line up the documents. Egge suggested soliciting recent LUC applicant feedback. Egge also mentioned clarifying the LUC by noting which LUC information the commissioners frequently question and the need to consider the future LUC process. Egge suggested that the inclusion of lot sizes (sq.ft./acreage) be included on the LUC application form. This discussion will continue and be included on the next agenda.

\* **The Next Step and Assignment on Drafting an RV Ordinance:** Hadenfeldt referenced the working brainstorm-list and mentioned the need to determine whether the RV regulations would be added to the existing ordinance or be included as a separate ordinance. Egge suggested evaluating the previous suggestions already included on the brainstorm-list. Hadenfeldt also suggested the review of other towns' ordinances and mentioned the need to be ready for the Bluff Town Council to review when required and suggested including Podmore in this discussion.

- **Items for next agenda:**

- \* LUC and RV assignments and timing
- \* Shared Documents (Nelson)
- \* Renewable Energy Discussion

- **Other:** none

Collins made a motion to adjourn the meeting, Egge seconded, the vote was unanimous and the meeting was adjourned at 6:59 PM: