

Bluff Town Council Work Session with Kermit Skinner
Friday July 12, 2019
Comb Ridge Beat and Drink
Bluff UT 84512
435-672-9990

Regular meetings are held every Tuesday at 6:00 p.m. at the Bluff Community Center. Requests to be on the agenda may be submitted to Ann Leppanen (ann@townofbluff.org) at least 4 days before the meeting. Agendas and minutes are posted at: townofbluff.org and audio, in addition, at the Utah Public Notice Website

**DRAFT MINUTES OF THE WORKING LUNCH WORK SESSION WITH KERMIT SKINNER,
RETIRED TOWN MANAGER OF MANTEO, NORTH CAROLINA: BEST PRACTICES**

Bluff Council Members Present: Brant Murray, Linda Sosa, Ann K. Leppanen
Bluff Planning and Zoning Member: Amanda Podmore
Guest: Kermit Skinner

Called to Order at 12:37 p.m.

Skinner provided an overview of his relevant work history and job duties as, first, the town planner, and, later, the town manager.

Skinner recommended the town council and planning and zoning connect with the International City Managers' Association; the American Planning Association; the Utah Attorney General's Office, when appropriate; the Municipal Clerks' Organization, all of which will have excellent resources. We all talked about the help and resources available from Utah League of Cities and Towns.

The group discussed whether the town intends to issue its own building permits, the difficulty with finding a licensed inspector, the pros and cons of contracting, enforcement, and current procedure. The moratorium was briefly discussed.

Podmore asked Skinner about what his biggest concern was in planning and zoning. Podmore described concerns about how the application process to planning and zoning and appeals to the town council work.

Leppanen asked about whether variances should be kept to the minimum, i.e. whether the ordinances and zoning should be enforced in such a way as to avoid variances. Skinner said yes; North Carolina has a 5-part test to grant a variance. Podmore indicated that planning and zoning is using the International Zoning Code which also has a multi-part test.

Skinner recommended looking at Duck, North Carolina's structure.

Adjourned at 1:41 p.m. after all paid for their own lunch.

NO AUDIO WAS MADE OF THIS WORK SESSION DUE TO BACKGROUND NOISE OF DELIVERY TRUCKS AND VEHICLES, OTHER GUESTS, AND WIND