

Town of Bluff

Planning and Zoning Commission

Special Meeting

Minutes for Wednesday, February 19th at 6:30 pm

at the Bluff Community Center

190 North 3rd East, Bluff, Utah 84512

DRAFT

6:32 **Roll Call:** Sarah Burak, Amanda Podmore, Malyssa Egge, Michael Haviken; Advisors Deborah Westfall and Wendy Smith.

Public Citizens to Be Heard - No public comment

Approve meeting minutes from 2/5/2020 and 2/12/2020. Egge motioned to approve minutes from February 5th, Haviken seconded, Egge aye, Burak aye, Haviken aye, Podmore aye, motion passes. Egge motions to approve meeting minutes from Joint meeting with the town council on Feb 12, 2020. Haviken seconds. Egge aye, Burak aye, Haviken aye, Podmore aye, motion passes.

Old Business

1. Review and vote on Short Term Rental Ordinance - The Commission updated definitions to be consistent with the zoning ordinance. The Commission discussed and defined bed and breakfasts to be aligned with the practices of other towns. The Commission discussed whether RVs and trailers can be used for short term rentals. Westfall said an RV should be considered a vehicle, not a structure, since it has an engine. A trailer or tiny house could be considered a structure. Smith added that upscale RV/airstream short term rentals exist. Burak said there isn't a clear distinction between RV and trailer and some places in town already use RVs as an accessory dwelling unit. Haviken's opinion was that a short term rental should be permanently affixed to the ground. Egge's opinion was that the more housing options the town has, the better. Podmore supports more flexible language that allows structures like yurts. Haviken would prefer "permanent structure"; Burak would support "semi-permanent." The Commission added semi-permanent structure to the definition of an acceptable short term rental. The Commission will need to create a permit and an application; Podmore has been saving sample applications.

The question arose if the Commission should do the administrative tasks of giving short term rental permits. The Commission agreed the Town Council is the administrative body and removed the Commission from the application process. Burak discussed the need for a town clerk or licensing official. The Commission created clarity around the short term rental permit and business license requirements.

The Commission discussed a cap on the maximum number of short term rentals within town boundaries. Westfall shared Silverton's regulations that limit the number in residential zones, which she and Podmore support because it specifically addresses housing availability in residential zones. Burak is concerned about weighing the need for long-term housing options

and the need for options for local income. The Commission decided to recommend limiting short term rentals in residential zones to 20 units. Westfall thought this was high and said Silverton has a population of 600 and has 36 short term rentals. 20 is twelve percent of the dwellings in Bluff.

Podmore motioned to recommend the ordinance adopting short term night rental regulations for submission to the Town Attorney and for public hearing, Burak seconded, Egge aye, Burak aye, Haviken aye, Podmore aye, motion passes. Podmore will send to Town Attorney and post online as a draft.

2. Review separation of duties during chair's leave: Podmore will set the agenda for March 4th. Harris will not be available for transcription and minutes; Luanne Hook is looking for a minute taker and a transcriber. Burak will contact Mayor Leppanen about finding someone to take minutes so all four Commissioners can be present while Burak is on maternity leave. Cantrell will help with getting materials to town council. Haviken will help with getting printed materials at every meeting. Podmore will ask Leppanen or Sosa for help with the Utah Public Notice Website instead of training another Commissioner.
3. Set Agenda for March 4th - Haviken would like to discuss amendments to the zoning ordinance. Discussion. Podmore and Burak will get together and write agenda.
4. Set Public Hearing for March 18th - Podmore will send notice to SJR, Burak will post to the Public Notice Website.

7:45 Adjourn - Egge motions to adjourn, Haviken seconds, Egge aye, Burak aye, Haviken aye, Podmore aye, motion passes. Meeting adjourned.