

Town of Bluff
Planning and Zoning Commission Regular Meeting Minutes
Wednesday, April 21, 2021 at 6:00 pm
VIRTUAL - Bluff Community Center
190th 3rd East, Bluff, Utah 84512

APPROVED

6:03 Roll Call: Sarah Burak (Chair), Amanda Podmore, Marcia Hadenfeldt, Malysa Egge, Ed Dobson

Town Council Representative: Luanne Hook, joined meeting at 6:10 p.m.

Approval of minutes from 4/7/2021 regular meeting: A clarification was made to the public comment section regarding who would make contact with UNHS, and the change was accepted. It was noted that Ed Dobson was excused from the meeting on April 7, 2021. Podmore made the motion to approve the minutes from the April 7, 2021 regular meeting with the changes suggested, and Hadenfeldt seconded the motion. Egge – Aye, Burak – Aye, Hadenfeldt – Aye, Podmore – Aye, Dobson - Abstained. 4 in favor, 1 abstain, none opposed. The motion passed.

Old Business

1. **Update from Town Council:** No representative was available at the time the agenda item was addressed. Burak asked the commissioners to read the Town Council meeting minutes from the April 6th meeting.

Public Citizens to Be Heard: None at this time

New Business

1. **Review any Land Use Clearances and Building Permit Applications:** None at this time
2. **Discussion and revision of Short-Term Rentals Ordinance:** The commission discussed inspection requirements and Hadenfeldt noted the town does not require safety checklists for other forms of lodging. Wording was added to the ordinance to reflect that the Town of Bluff seeks to facilitate safe locations and operations of short-term rentals.

The commissioners determined that having a code of conduct in the short-term rental was a different requirement than requiring a checklist to obtain a permit.

This agenda item was revisited after new agenda item “3” was concluded.

Burak recognized Byron Clarke from UNHS and asked that agenda item 5 be moved up on the agenda, to be respectful of Mr. Clarke's time.

3. **United Navajo Health System* land use discussion (had been 5th on the posted agenda):**

*Note, the name of the organization is “Utah Navajo Health System”, not “United”

Byron Clarke, Chief Operations Officer at Utah Navajo Health System (UNHS) spoke with the commission regarding the process of building a full-service clinic in Bluff. UNHS is a 638 not-for-profit community health center, which operates clinics throughout San Juan County, including sites in Montezuma Creek (23,000 square feet), Blanding (18,000 square feet on approximately 6 acres of land), Monument Valley (9,000 square feet), and Navajo Mountain. As a Federally Qualified Health Center (FQHC), their mission is to serve underserved populations and currently approximately 60% of their patients are Navajo. They are the largest private employer in San Juan County, with over 400 employees.

UNHS is currently reviewing and brainstorming potential new projects, including a warehouse in Blanding, finishing Monument Valley's clinic, and possibly building a full-service clinic in Bluff. A full-service clinic could include the following services: full clinical and regular health care, domestic violence counselors, pharmacy, clinical pharmacy (for chronic disease management), and dental. While the Blanding full-service clinic contains 36 exam rooms, a clinic in Bluff would offer approximately 18 exam rooms.

UNHS would like to investigate and explore land options, and Clarke asked which zones would be eligible for a clinic. At this time, no land owners have been approached, and the Town of Bluff would be involved in the programming stage (helping to create a "wish list" for the clinic).

Hook had joined the meeting, but was recognized by the chair at 6:25 p.m.

Burak noted that clinics are allowed in commercial and residential zones and Podmore confirmed. However, a short time later, Podmore revised the statement, sharing that while public clinics are allowed in any zone, a private clinic, such as UNHS would be eligible to build in Commercial Zones 2 and 3 only. Podmore did note that the public is able to petition for rezoning.

Clarke stated in addition to zoning information, UNHS still needs to acquire information regarding utilities, including water for a fire suppression system. The commission shared that the town gets its water from an aquifer and does not have any current plans to build a sewage system. UNHS is aware Bluff uses septic, and stated that wouldn't be an issue, as other clinics in the area also use septic. The commission recommended UNHS contact Rocky Mountain Power regarding electric utilities.

Hook inquired as to how much land would be required for a clinic. Clarke stated with about 18 exam rooms, UNHS would target a facility size of approximately 10,000 -12,000 square feet, requiring around 4 acres of land. He did note that parking can take up quite a bit of room. In addition, UNHS has built up, as opposed to out, at certain sites to accommodate a smaller parcel of land (3 stories at Navajo Mountain, for example).

Hook noted Bluff does have a paved airport, however it does not have lights at night, for emergency services. Clarke replied that the clinic would probably have a helipad built to accommodate that particular need.

Egge acknowledged the EMS services currently in Bluff, and thanked UNHS for considering Bluff as a potential location for a clinic.

Clarke noted when UNHS took over the EMS services from the county in two of their current locations they tripled the EMS staff and ambulance resources. In addition, Clarke noted how a clinic could increase the demand for professional housing and bring steady employment opportunities to the town. He shared that the multiplier effect of UNHS's operating budget of \$45 Million created over \$90 Million in economic impact across the areas they serve, and a clinic in Bluff would likely boost the local economy. The sector is largely recession-proof and can withstand large economic downturns, which in turn could create good-paying, steady careers for individuals in the area.

UNHS is committed to ensuring a high-number of Navajo representation on the board, however, should a clinic be built in Bluff, UNHS would open the board seat application process to the general public.

The commission thanked Clarke for his time and recommended he contact Town Council to further explore parcels of land. The commission also suggested an in-person tour of Bluff to view potential sites at a later time.

The commission returned to item number 2 on the agenda **Discussion and revision of Short-Term Rentals Ordinance:**

Bed and Breakfasts will be considered short-term rentals. The commission removed any reference to “businesses” or “enterprises” as these no longer fell into the scope of the ordinance, as they are located in commercial zones.

Egge stated concern that a process for permitting is not currently in place, as referenced in the ordinance. Hadenfeldt noted this should not be a concern, as the town could accept the ordinance, but implement the ordinance at a later date, and the same holds true for the referenced “fee schedule”.

The commission discussed the number of units per half acre and amended the language for clarity. They also discussed the idea of a waitlist for permits, and added wording to reflect that the Town of Bluff shall maintain a first-come, first serve waitlist of future interested short term rental operators and that applicants will be offered the opportunity to apply as existing permits expire or are revoked.

Podmore asked to add an additional item to ensure permits are being used appropriately. The commissioners agreed to add a stipulation that a property available for less than 30 days in a 365-day consecutive period shall have its permit terminated. The 30 day-period was agreed upon as that is the same number of days a property would require a short-term rental permit (i.e., a homeowner is able to rent their property for up to 30 days without a permit).

4. **Vote to recommend Short term rental ordinance:** Podmore made the motion to submit the Short-Term Rental Ordinance to Town Council and to the town lawyer for review. Hadenfeldt seconded the motion. Dobson – Aye, Burak – Aye, Hadenfeldt – Aye, Podmore – Aye. Egge – Aye. All in favor, none opposed. The motion passed unanimously.

Podmore will submit the ordinance, along with the entire folder of documents, including public comments, to the Town Council and town lawyer.

5. **Moved to next Meeting:** *Discussion and revision of Animal ordinance*
- A. *Large animals, not to include cows and pigs*
 - B. *Language around fencing or controlling dogs*
 - C. *Setbacks for corrals or coops*
 - D. *BARC suggestion regarding kennels*
 - E. *Other*

6. **Items for the next agenda:** Burak suggested moving all missed items on this agenda to the next meeting. This would be everything under the Discussion and revision of Animal Ordinance.

Roll Call:

Public Comment

Town Council Update

Review any Land Use Clearances and Building Permit Applications

Discussion and revision of Animal ordinance

- A. Large animals, not to include cows and pigs
- B. Language around fencing or controlling dogs
- C. Setbacks for corrals or coops
- D. BARC suggestion regarding kennels
- E. Other

Other

Hadenfeldt will not be present at the meeting on May 5th, but made many comments in the Animal Ordinance.

7. **Other:**

Egge asked if Hook had any updates on the Rights of Nature Program. Hook noted the session takes place tomorrow (April 22, 2021) at 6:00 p.m. via Zoom, and is intended to explain the water rights project to Town Council. There is also a TedTalk available to view.

Hadenfeldt made the motion to adjourn, and Podmore seconded the motion. Egge – Aye, Hadenfeldt – Aye, Podmore – Aye, Burak – Aye, Dobson – Aye. All in favor, none opposed. The motion passed unanimously. The meeting adjourned at 7:10 p.m.