

**CITY OF BLACKFOOT
PLANNING & ZONING**

Meeting Minutes

157 N Broadway Street, Blackfoot
March 10, 2020

Meeting called to order:

The meeting of the Planning and Zoning Commission of the City of Blackfoot was called to order at 7:00 PM on March 10, 2020, at The City of Blackfoot council chambers by Chairperson Jefferis.

Pledge of Allegiance:

Commissioner Roll Call:

Those present: Chairperson Marilyn Jefferis, Commissioners Deborah Barlow, JoAnne Thomas, Rocky Moldenhauer, Ron Ramirez, Merv Dolan, and Dine Smith.

City of Blackfoot staff present:

Kurt Hibbert, Planning & Zoning Administrator and Donna Parkinson, Planning & Zoning Clerk.

Other Guests:

Brandon McDougall, engineer representing McDonald's.

Report on Conflicts of Interest/Exparte of Communication:

Commissioner Ramirez reported one item regarding the exparte of communication. A call was made by him to Chairperson Jefferies discussing the comprehensive plan, that more review on it needed to be done by the board.

Approval of the February 25 meeting minutes:

Commissioner Ramirez made the motion to adopt the minutes. Commissioner Dolan seconded; motion carried unanimously.

Chairperson Jefferis introduced the continued business item from the last meeting:

Conditional Use Permit, Blackfoot Spanish Foursquare Church,

Read & Approve the Finding & Facts – Action Item:

The group talked about why these must be approved separately from when the conditional use permit was decided upon in the last meeting. Commissioner Ramirez explained that the main reason is that Attorney Sandow would be rushed to get the proper language right. Commissioner Barlow made a motion to approve the finding & facts for the Blackfoot Spanish Foursquare Church's conditional use permit located at 40 S Spruce Street, Blackfoot, ID. Commissioner Smith seconded; motion passed unanimously.

First Agenda Item:

City Code Amendments:

Zones and Land Use Tables:

Mr. Hibbert started by adding accessory dwelling units to the discussion. He explained that some businesses have asked to look at adding these to the code amendment. Administrator Hibbert added that Boise and Chubbuck are currently adopting these. Administrator Hibbert said he would distribute code draft to the board for review.

Commissioner Ramirez brought up conditional use permit definitions, touching on the following:

1. Special use.
2. Variance to the code.
3. Conditional use.

He explained that almost all instances have been getting included under conditional use and that McDonald's sign would be an example of needing a variance instead of a conditional use permit. The group discussed the different definitions and how each would be integrated into the zone classification and land use table.

Commissioner Barlow related to the board about conditional use examples, points brought up were where and how many would be things that would be part of the description. Administrator Hibbert stated that the zone tables will stay the same, but definitions on special uses would be added. The discussion on McDonald's sign and the current code definition continued, bringing the board to a better understanding. Administrator Hibbert talked about the Harborside development and how problems came up due to FAA regulations. Commissioner Thomas brought up the example of using the anchor circle of which the group discussed. Commissioner Ramirez asked if anyone looked at the signs coming into town? There was feedback given from members on this. Administrator Hibbert told the board if we want to change anything, change the code. Mr. McDougall, with the engineering firm representing McDonald's, added some comments. The sign is important to them; he feels it's an added benefit for other businesses. Other items regarding the McDonald's site were discussed. It was suggested to move on to another subject; no motions were needed.

Second Agenda Item:

City Code - Review Conditional Use Permits:

The board discussed the handout outlined in red regarding the conditional use permit changes made by Commissioner Ramirez. The main change was after the permit was granted, it does not have a time limit if no changes are made. Commissioner Barlow suggested maybe a five year follow up rather than none. The board talked about how there are checks in place to do that, one being that if the use changes more than 25%, then it does come under re-filing. Commissioner Smith questioned some of the wording, the change suggested was from density increases to usage increases on #2, Administrator Hibbert reminded the group that this will be taken up in the public meeting. A conditional use permit can be reviewed anytime if conditions aren't being met. The recently approved permit that was issued to the dance club by Ace Hardware has an issue, Mr. Hibbert was going to follow up. Commissioner Barlow motioned to adopt the proposed code amendments to the conditional use permit wording as indicated in red, with a change on density usage, to be presented at a public hearing. Commissioner Ramirez seconded; motion passed unanimously.

Third Agenda Item:

Comprehensive Plan Review:

On the subject of the plan, Commissioner Ramirez introduced to the board chapters two, three and seven of the current comprehensive plan that needed to be reviewed and updated. He cautioned the group not to start over, the existing plan could be reviewed and brought up to date. He stressed that it has got to coincide with the city council's growth plan. Administrator Hibbert had some ideas from other municipalities, referencing some material handed out to the board. He asked that they look it over and also shared with the commission a past experience where they involved young people in the county he served to draw pictures about their vision for the community they lived in. He said that it was well received by the public. Commissioner Ramirez agreed on the idea but said that could not be included because of time constraints. The board touched on recurring reviews on the comprehensive plan, suggesting yearly or wording it as periodic. Administrator Hibbert also said amendments can be filed by any resident, business, or organization in the city to go before the board and then on to public hearing. It was also talked about that map items needed to be included. The board decided that they would individually work on the chapters discussed. It was also decided that each board member come back in a month's time with their ideas and leave them with

Administrator Hibbert to look at. He asked that when they review to focus on goals and policies in each of the chapters. A discussion continued about some possible ideas. Commissioner Ramirez made a motion regarding chapters two, three, and seven of the comprehensive plan, to have individual board member's written suggestions with comments by April 7. Commissioner Barlow seconded; motion passed unanimously.

Tabled Items:

Camas Street Subdivision, Kendall Murdock, Developer

Administrator Hibbert reported that he had been involved in conference calls with two engineering firms, saying that the items needed by the city were still incomplete. The board decided that if those involved do not want to move forward, giving a deadline of March 24, 2020, to provide specifics on this project that it will be removed from the table. Mr. Hibbert said he would communicate this to those involved. The item will remain tabled until then.

Old Yellowstone Highway "Proposed Name Change"

The item will remain tabled.

Conditional Use Permit, Childcare-Tamar Hernandez

The application for the conditional use permit has been withdrawn. Commissioner Smith made the motion to remove the application submitted by Tamar Hernandez for a Conditional Use Permit for a Childcare Facility located at 340 W Judicial St., Blackfoot, ID from the agenda. Commissioner Moldenhauer seconded; motion passed unanimously.

Commissioner Ramirez motioned to adjourn the meeting; Commissioner Barlow seconded. The meeting was adjourned at 8:38 PM.

Donna Parkinson

City of Blackfoot, Planning & Zoning Clerk

Donna Parkinson