



CITY OF BLACKFOOT
PLANNING & ZONING
Meeting Minutes
157 N Broadway Street, Blackfoot
March 22, 2022

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 22, 2022, at The City of Blackfoot council chambers by Chairman Ron Ramirez. This meeting was also made available to the public for viewing by way of the Zoom application.

Pledge of Allegiance

Commissioner Roll Call:

Those present: Chairman Ron Ramirez, Dine Smith, Vice Chairman, Commissioners Merv Dolan, JoAnne Thomas, Marilyn Jefferis, and Deborah Barlow.

City of Blackfoot staff present:

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

Report on Conflicts of Interest/Ex parte of Communication:

No items were brought forward.

Approval of the March 08, 2022, meeting minutes:

A motion to approve was offered by Commissioner Smith; Commissioner Barlow then seconded. The motion to approve the March 08, 2022, meeting minutes passed.

Public Hearing – Proposed Code Changes – Action Items:

Agenda Item 6. a), Approve Proposed Amended Rural Ranchette (RR) – Lot Size 11-4-7 (H).

Chairman Ramirez spoke about the reason city council did not act on the first recommendation that was sent to them. Mr. Ramirez pointed out that the difference in the second proposal stated that the minimum lot size of one (1) acre was for the preservation of animal rights as well as development.

Chairman Ramirez then opened up the meeting to the public.

Chairman Ramirez asked anyone in favor of approving the change to Code 11-4-7 (H) for Rural Ranchette (RR) to come forward. There were no respondents.

Mr. Ramirez asked anyone neutral to approving the code change to come forward. There were no respondents.

Mr. Ramirez asked anyone opposed to approving the code change to come forward. There were no respondents.

Chairman Ramirez then closed this portion of the public hearing and turned the discussion over to the commission.

Chairman Ramirez brought the conversation to a close and asked for a motion. Commissioner Jefferis motioned to recommend to city council to approve the Proposed Amendment to Rural Ranchette (RR) – Lot Size 11-4-7 (H).

Commissioner Barlow seconded the motion, and the vote was unanimous.

Agenda Item 6. b), 11-1-3, Change to Definition of Accessory Structure.

Chairman Ramirez introduced this item and asked Administrator Hibbert for a staff report. Mr. Hibbert explained the proposed change noting that the change was to read that an accessory structure could not be larger than the primary. Properties zoned as RR were exempt. It was also made clear that the qualifying criteria was, “footprint and height”.

Chairman Ramirez then opened up the meeting to the public.

Chairman Ramirez asked anyone in favor of approving the amendment to code 11-1-3, definitions, to come forward. There were no respondents.

Mr. Ramirez asked anyone neutral to approving the code amendment to come forward. There were no respondents.

Mr. Ramirez asked anyone opposed to approving the code amendment to come forward. There were no respondents.

Chairman Ramirez then closed this portion of the public hearing and turned the discussion over to the commission.

It was suggested to clarify the definition in the language. Chairman Ramirez then closed the discussion and asked a commissioner for a motion. Commissioner Barlow motioned to recommend to city council to approve the proposed amendment to code 11-1-3, definition of accessory structure. Commissioner Smith seconded the motion, and the vote was unanimous.

Agenda Item 6. c), New Commercial Zones, Tables, and Maps.

Chairman Ramirez stated that the items presented would replace previous code definitions for commercial zones. This includes the new table and map. Administrator Hibbert took a moment to discuss some of the changes that would take place with the new revisions, one in particular, not allowing car dealerships in the downtown district. He also touched on changes in setback requirements in this same district. There was also some discussion regarding, "Pro Zones", which is a commercial planned unit development. It was removed from the code for the time being.

Chairman Ramirez then opened up the meeting to the public.

Chairman Ramirez asked anyone in favor of approving the new commercial zones, with accompanying tables and maps, to come forward. There were no respondents.

Mr. Ramirez asked anyone neutral to approving the new commercial zones, with accompanying tables and maps, to come forward. There were no respondents.

Mr. Ramirez asked anyone opposed to approving the new commercial zones, with accompanying tables and maps, to come forward. There were no respondents.

Chairman Ramirez then closed this portion of the public hearing and turned the discussion over to the commission.

Members thanked Co-chairman Smith for his work on organizing the zone table. There was also talk about access to the information, especially for contractors.

Chairman Ramirez then closed the discussion and asked for a motion. Commissioner Jefferis motioned to recommend to city council to approve the proposed commercial zone change with the Prozone provision removed. Commissioner Thomas seconded the motion; the vote was taken, and the motion passed. Afterwards Attorney Sandow read the Finding of Fact & Conclusions and that document starts on page 3. A motion to accept the Finding of Fact & Conclusions as read was offered by Commissioner Barlow and seconded by Commissioner Jefferis. The vote was taken, and the motion passed unanimously.

Agenda Item 6. d), Change to 10-6 (Sign Ordinance).

This item began with Administrator Hibbert giving a staff report. He described the change which involves a separation distance involving off-premise signs.

Chairman Ramirez then opened up the meeting to the public.

Chairman Ramirez asked anyone in favor of approving the change to code 10-6 (Sign Ordinance) to come forward. There were no respondents.

Mr. Ramirez asked anyone neutral to approving the change to code 10-6 (Sign Ordinance) to come forward. There were no respondents.

Mr. Ramirez asked anyone opposed to approving the change to code 10-6 (Sign Ordinance) to come forward. There were no respondents.

Chairman Ramirez then closed this portion of the public hearing and turned the discussion over to the commission.

After that a motion was given by Commissioner Smith to recommend to city council to approve the proposed sign code change to limit a minimum separation distance of seven-hundred and fifty feet (750') of electronic, off-premise signs. The second to the motion was offered by Commissioner Dolan and the vote passed with all in favor.

Agenda Item 7, Draft of Impact Area Agreement.

There was some discussion as to how to move forward on this item. It was decided to table this item of business.

Commissioner Barlow motioned; seconded by Commissioner Thomas. The motion to table this item passed. It was also decided to remove it from the agenda until the county is ready to move forward.

Adjournment:

A motion to adjourn was made by Commissioner Jefferis and seconded by Commissioner Smith. The meeting was adjourned at 7:55 PM.



City of Blackfoot, Planning & Zoning Clerk
Donna Parkinson

FINDINGS OF FACT, CONCLUSIONS
AND RESOLUTION ADOPTED
BY THE
PLANNING AND ZONING BOARD
OF THE
CITY OF BLACKFOOT
March 22, 2022

FINDINGS AND CONCLUSIONS

At the regularly scheduled meeting of the Planning and Zoning Board of the City of Blackfoot on March 22, 2022, the Board held a public hearing on the request of the City of Blackfoot to amend the commercial zones, tables and maps, standardize the headings in each chapter, and provide a more usable schema that will allow increased separation of non-compatible land uses. Recommendations and the basis for those recommendations from the City of Blackfoot Planning and Zoning Administrator were presented and considered by the Board. During the public hearings no testimony in favor of the proposal was presented. No testimony that was neutral or against the proposal was presented. Upon reviewing the matter and any testimony in the public hearing, the Board found and concluded as follows:

FINDINGS:

1. That the purposes set forth above will provide a more usable commercial zoning schema that will allow increased separation of non-compatible uses. These changes will improve the readability and usability of the city commercial zoning codes.

RESOLUTION AND CONCLUSIONS

UPON MOTIONS DULY MADE, SECONDED AND CARRIED,

IT WAS RESOLVED THAT:

It is recommended to the City Council that the proposed amendments to the commercial zoning be adopted for the City of Blackfoot.

These findings of fact, conclusions, and resolutions were formally adopted by a majority vote of the planning and zoning board on 22nd day of March, 2022.

Donna Parkinson
Secretary of Planning & Zoning Board
City of Blackfoot, Idaho