



CITY OF BLACKFOOT  
PLANNING & ZONING

Meeting Minutes  
157 N Broadway Street, Blackfoot  
March 23, 2021

**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 23, 2021, at The City of Blackfoot council chamber by Chairman Ron Ramirez. This meeting was also made available to the public by way of the Zoom application.

**Pledge of Allegiance:**

**Commissioner Roll Call:**

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

**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:**

Chairman Ramirez asked if there was any conflict of interest or ex parte of communication. Commissioner Jefferis mentioned receiving an email from Eric McNeel but said she did not open it and promptly deleted it. Commissioner Smith also had an email from the same resident and did not open it. Commissioner Barlow also stated that she received the same resident email and did read it. Ms. Barlow also said she read a post on social media suggesting a voting outcome but removed it afterward. Commissioner Thomas as well as Chairman Ramirez had received the same email and read it. Mr. Ramirez also reported that he had received a phone call from Katrina Elliot regarding the issues involving a past code change request. No other issues were reported.

**Approval of the March 9th meeting minutes:**

Chairman Ramirez did identify a couple of changes which need to be made. Ms. Parkinson noted the changes and said she would enter them. He asked the Commissioners if there was anything else that needed to be modified, nothing else was brought forward. Commissioner Smith made a motion to approve the minutes. Commissioner Dolan seconded; the motion to approve the minutes passed with a vote abstention from Commissioner Barlow.

**Finding of Fact & Conclusions:**

The Finding of Fact & Conclusions regarding zone code amendments from the action taken in the February 23rd, 2021 meeting were read by Attorney Sandow. A motion to approve them was offered by Commissioner Jefferis; seconded by Commissioner Thomas. The motion passed unanimously. This item will be brought up for a vote at the April 6th, 2021 City Council meeting. A copy of the document is listed below:

FINDINGS OF FACT, CONCLUSIONS  
AND RESOLUTION ADOPTED  
BY THE  
PLANNING AND ZONING BOARD  
OF THE  
CITY OF BLACKFOOT  
March 23, 2021

## FINDINGS AND CONCLUSIONS

At the regularly scheduled meeting of the Planning and Zoning Board of the City of Blackfoot on February 23, 2021, the Board held a public hearing on the request of the City of Blackfoot to amend to the residential city zoning to add three new residential zones, eliminate the R-2T zone to transition to a residential zone, establish new dimensional standards, 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 zoning schema that will allow increased separation of non-compatible uses. These changes will improve the readability and usability of the city 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 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 23rd day of March, 2021.

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

### **Agenda Item 6a, Blackfoot River RV Park, Subdivision at 1130 & 1150 South Broadway, (Brent Spence, Spence Properties) – Action Item:**

Chairman Ramirez asked for the staff report from Administrator Hibbert. Mr. Hibbert explained to the Commission that a request for a Conditional Use Permit was being requested to transition the said property from a trailer park to a recreational vehicle park. Mr. Hibbert emphasized that the applicant had submitted a thorough site plan and the City staff had approved of all the application requests. At this time the floor was given to the applicant for comment.

**Brent Spence, Spence Properties**, identified the procedures that have already been done to the property, such as removing existing mobile homes and laying new water and electrical lines. He also mentioned other items being done including new gravel and fencing. The plan for the property is to have a nice short-term-stay park. Chairman Ramirez then described in closer detail where exactly the property being discussed is located. Mr. Ramirez told the group that he had attended the staff meeting and the site plan was in order. He explained that the reason for requesting a Conditional Use Permit was because it is currently zoned as a long-term trailer park, and that an RV park was a major change in use.

Chairman Ramirez then opened the meeting to the public for comment. No comment was given.

Any participating that was neutral to the request were asked to speak. No comment was offered.

Any participating that was opposed to the request were asked to speak. No comment was offered.

Chairman Ramirez then closed the public hearing and turned the meeting over to the Commission to discuss.

Commissioner Dolan asked two questions, one, how long the spaces would be. Mr. Spence answered approximately

sixty-eight feet long. Question two asked was how much space would be between them to which Mr. Spence indicated twenty feet. An additional question was asked by Mr. Dolan confirming the length of time spaces could be rented. Mr. Spence replied that if someone wanted to rent a month or longer, they would offer them a space in the Town & Country Mobile Home Park which his company owns. The question came up about the type of electrical service available at each pedestal, thirty and fifty ampere receptacles would be available. Commissioner Jefferis asked if each site also had water and sewer hookups present. Mr. Spence said the sites have both. Ms. Jefferis also asked why they had chosen to use gravel in the driveways and sites and not asphalt. Mr. Spence said that if this is successful, they would consider doing asphalt within the next two years. Commissioner Jefferis asked Mr. Spence if he would approve that as a condition, he said yes. Another question asked by Commissioner Dolan was the number of total sites to which the answer was thirty-two. Mr. Spence concluded by saying that it will be a nice addition for Blackfoot as well as a need for this type of service.

Chairman Ramirez then asked for any more comments or questions that needed brought up. Commissioner Jefferis motioned to approve the Conditional Use Permit requested by Spence Properties, with the condition that the driveways be paved within two years. Commissioner Barlow offered a second, the motion passed.

#### **Agenda Item 6b, Connect Engineering, Honeybrook Investment, Zone Change Application – Action Item:**

Mr. Ramirez explained to the group that the property located at T35, R35 T3S R35 E SEC 11 T-440 LESS FALCON RIDGE DIV #1 is currently zoned R-1, and the applicant is requesting a zone change to an R-3. Mr. Ramirez then requested that Administrator Hibbert share the City staff report. Administrator Hibbert noted to the group that the property had been approved for being sub-divided but was never platted as such. Mr. Hibbert described the plan for the property being similar to the development already in progress to the north. He reminded the board that the action to be voted on was solely to request the zone change. At this time, the floor was given to Mr. Jolley for comment.

**Blake Jolley, Connect Engineering, spoke on behalf of Honeybrook Investment, Idaho Falls, ID,** gave the group some of the history of the property and described how the intentions to develop would fall in line with the current development. He then asked the group if they had any questions or comments to please state them. Chairman Ramirez explained that Mr. Jolley would get the opportunity following the public hearing portion of the meeting. Chairman Ramirez opened the meeting to the public for comment.

**Jody Holland, Idaho Falls, ID,** spoke in favor of the zone change.

**Blake Jolley, Idaho Falls, ID,** was on the list and had spoken previously in favor of the zone change.

Mr. Ramirez asked if there were anyone neutral to the zone change request to speak; there were no replies.

Chairman Ramirez then reached out to any that would be opposed to the zone change

**Eric McNeel, Blackfoot, ID,** spoke in opposing the zone change.

**David Hall, Blackfoot, ID,** spoke in opposing the zone change.

**Debbie Shoemaker, Blackfoot, ID,** spoke in opposing the zone change.

**Melissa Johnson, formally of Blackfoot, ID,** spoke in opposing the zone change.

**Nicona Fredrick, Blackfoot, ID,** spoke in opposing the zone change.

**Cody Martin, Blackfoot, ID,** spoke in opposing the zone change.

**Eric McNeel, Blackfoot, ID,** spoke in opposing the zone change.

**Cassia Pratt, Blackfoot, ID,** spoke in opposing the zone change.

After the final call for any others opposed, one person requested permission to speak in favor of. The question was presented to the Commission who agreed to allow him to do so.

**Brent Spence, Idaho Falls, ID,** spoke in favor of the zone change.

Following Mr. Spence's comments there was time given to those wanting to comment further.

**Trevor Fredrick, Blackfoot, ID,** spoke in opposing the zone change.

**Cody Martin, Blackfoot, ID,** who spoke out opposing the zone change previously replied to Mr. Spence's remarks.

**Ann Hall, Blackfoot, ID,** spoke in opposing the zone change.

At this time Mr. Ramirez closed the meeting to the public and gave the floor to Collin Hunter, the owner of the property and head of Honeybrook Investment, to comment and address any concerns expressed. Chairman Ramirez summarized comments that had previously been voiced by the public such as roads, sidewalks, water and sewer capacity, property values, increased traffic, greenspace, area for children to play, garages, and storage.

**Collin Hunter, Tetonia, ID,** addressed the items that had been brought out. He stated that the homes cannot be sold

until the details spelled out in the PUD agreement have been completed. Regarding the increased traffic, Mr. Hunter thought that the majority of traffic would go west on Lawrence Lane and exit onto Pendlebury. On the issue brought up about water and sewer capacity testing, Mr. Hunter said that City departments had reported it as adequate. Mr. Hunter did indicate that people will buy the units that are being built stating that the units closest to completion have already been spoken for. He explained that the goal was to add as much value as possible and still make the homes affordable. He also answered the comments about the greenspace and spoke that there is more provided in the current development than what the City requires. Mr. Hunter also explained that the tiny home ordinance recently adopted by the City is comparable density-wise to Honeybrook Development's plan using the R-3 zone. He added that with the R-3 zone approval it would allow Honeybrook to assist the City in upgrading the water supply to the proposed location.

At this time Chairman Ramirez turned the time over to the Commission, reminding members that the action that is being considered is just the zone change. Commissioner Jefferis suggested if more space could be engineered between the proposed townhouses and the properties lining the west portion of Sevana Loop. Mr. Hunter answered back that the ditch between will offer some added separation. Mr. Ramirez asked for some clarification on how the ditch was going to be handled to which Mr. Hunter replied. Commissioner Barlow directed a question to Mr. Hunter concerning the traffic problem and when the street improvements would take place. Mr. Hunter answered that in the next few weeks they plan to start preparations to get the streets to the pavement stage. Commissioner Smith had a question about parking of vehicles, primarily about shade or cover. Mr. Hunter said that garages would most likely make the homes less affordable. He did add that the planned parking would be more than adequate. Chairman Ramirez interjected at this point and said that the questioning regarding these topics would be better suited if the zone change is granted and the developer comes back with a site plan. Mr. Hunter closed by reminding the group that the building they will be proposing will be the same density as the tiny home ordinance.

Chairman Ramirez turned the time over to the Commission to discuss the proposed zone change. Commissioner Barlow asked Mr. Hibbert what happens if the water capacity cannot be met. His reply was that the project would not be able to go forward without sufficient water capacity. Commissioner Dolan asked if there would be any concern for sewer capacity, Administrator Hibbert said it would be adequate. He also elaborated on some of the plans out in that area for the water and sewer before the roads would be completed. Commissioner Smith made a comment about the density similarity on the tiny homes and R-3 zone.

Chairman Ramirez ended the discussion and asked for a motion. Commissioner Jefferis made the motion to recommend to City Council to approve a zone change on the property located at T35, R35 T3S R35 E SEC 11 T-440 LESS FALCON RIDGE DIV #1, currently zoned R-1 to be changed to an R-3. The motion was seconded by Commissioner Smith, the motion passed with Commissioner Dolan voting no.

**Agenda Item 6c, Zoning Code Amendments – Action Item:**

The Finding of Fact and Conclusions were read and voted upon at the beginning of the meeting.

**Agenda Item 7, Tabled Business - Steven D and Katrina M Elliott 822 S Pendlebury Lane - Zone Change – Action Item:**

Chairman Ramirez stated that information currently remains incomplete. Mr. Ramirez stated that this item will be removed from the agenda if the necessary documents are not produced by the next meeting.

**Other Business:**

Chairman Ramirez asked the Commissioners how many schools are covered for the picture/idea contest. Mr. Ramirez asked that the entries be submitted by April 9th. Commissioner Jefferis said that Stalker, Stoddard, and Ridgecrest are covered. Groveland, Wapello, BCCLC, and ISTCS have not. Commissioner Barlow said she would take care of ISTCS. Commissioner Jefferis asked that Mr. Ramirez and Mr. Hibbert visit all the schools, including the ones that have been covered. Chairman Ramirez added that he had been working with the Arts Council and they were planning to display the entries at the Candy Jar's gallery.

**Adjournment:**

A motion to adjourn was made by Commissioner Barlow and seconded by Commissioner Thomas. The meeting was adjourned at 8:50 PM.

*Donna Parkinson*  
City of Blackfoot, Planning & Zoning Clerk  
Donna Parkinson