



**CITY OF BLACKFOOT
PLANNING & ZONING MEETING
April 23, 2019**

PLEDGE OF ALLEGIANCE

Commissioner Jefferis welcomed attendees and led the Pledge of Allegiance.

ROLL CALL

Commissioners present were Chairperson Marilyn Jefferis, Commissioners JoAnne Thomas, Deborah Barlow, and Commissioner Ron Ramirez. Commissioner Quinn Stufflebeam was absent.

OTHER ATTENDEES

Garrett Sandow, City of Blackfoot Attorney
Kurt Hibbert, Planning & Zoning Administrator
Donna Parkinson, Planning & Zoning Clerk

APPROVE MEETING MINUTES

Commissioner Barlow motioned to approve the minutes from the March 29, 2019 meeting as written; Commissioner Ramirez seconded; all were in favor, motion carried.

Commissioner Jefferis opened the meeting to the Board of Commissioners:

Action Item

Zone Change at 410 South Meridian – Donald Bricker

Administrator Kurt Hibbert informed the Commissioners about the request for a public hearing involving a zone change at 410 South Meridian Street in Blackfoot. Kurt explained that the property owner would like to change the zone R-1 to an R-2 zone. Kurt reminded the staff that there is a myriad of properties in this area to take into consideration.

The Commissioners discussed the zone change that would make the property a two-family residence, allowing multi-family dwellings. This residence is being proposed to be used for members in the community with special needs, making it a rental property.

Mr. Hibbert advised the Commission that the zone change request should be based on the decision of falling in line with the City's Preferred Land Use Map. This property is currently located near a group of different types of zones. It falls in and under commercial and residential properties. This is what is needed for a correct decision for the zone change. The Commissioners debated about several other

issues concerning this property.

Commissioner Ramirez motioned the zone change request from R-1 to R-2 at 410 South Meridian St. as stated in the application to be sent to the City Council for approval. Commissioner Barlow seconded; Commissioner Thomas and Jefferis voted no, motion denied.

Commissioner Ramirez motioned to table the Zone Change request until May 28, 2019, when there would be a full Commission to vote; Commissioner Barlow seconded; all were in favor, motion carried.

Action Item

Preferred Land Use Map

Administrator Hibbert shared that the Land Use Map for the future would be an important and essential tool for our City. The purpose of the map will help give the City guidelines for good standards in future decision making. There will be descriptive items referenced when making zoning decisions by the Committee.

Commissioners confirmed the importance of the land use map in making decisions for the growth of the community, including what will be built along the highway leading out of town.

Commissioner Ramirez motioned to recommend that City Council adopt the Preferred Land Use Map with the understanding that future changes will be made to this map, Commissioner Barlow seconded; all were in favor, motion carried.

Attorney Sandow read the finding of fact, conclusions and resolution as follows:

FINDINGS OF FACT, CONCLUSIONS
AND RESOLUTION ADOPTED
BY THE
PLANNING AND ZONING BOARD
OF THE
CITY OF BLACKFOOT
April 23, 2019

FINDINGS AND CONCLUSIONS

At the regularly scheduled meeting of the Planning and Zoning Board of the City of Blackfoot on March 26, 2019, the Board held a public hearing on the request of the City of Blackfoot to update the City preferred land use map using modern technology that allows better utilization and understanding of the mapping of the City and its' related impact area. Recommendations and the basis for those recommendations from the City of Blackfoot Planning and Zoning Administrator were presented and considered by the Board. Those recommendations are attached hereto and incorporated by reference. No public testimony was provided during the hearing. Upon reviewing the matter and any testimony in the public hearing, the Board found and concluded as follows:

FINDINGS:

1. That the City of Blackfoot does not currently have an updated Preferred Land Use Map that is readily available to the public. The newly proposed Preferred Land Use map utilizes modern technology to create a more useable and functional mapping of the City and its' related impact areas.

RESOLUTION AND CONCLUSIONS

UPON MOTIONS DULY MADE, SECONDED AND CARRIED,

IT WAS RESOLVED THAT:

It is recommended to the City Council the proposed Preferred Land Use Map be adopted as the official Preferred Land Use Map of 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 the 23rd day of April 2019.

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

Commissioner Barlow motioned to accept the finding of fact, conclusion and resolutions; Commissioner Thomas seconded; all were in favor, motion carried.

Action Item

Project Re-Development Option Zone (ProZone)

Administrator Hibbert turned the meeting over to the Commissioners to discuss the Proposed Project Redevelopment Option Zone (ProZone). He explained this is a new zone in the city which to repurpose or update areas in the City. It is likely that this will be a great benefit to enrich our City.

The Commissioners discussed this being one of the most important new ordinances to be put in place. The ProZone is to encourage developers to bring new projects into this area for more growth. It is expected to be an excellent benefit for the City.

Commissioner Ramirez motioned for the City Council to adopt the recommended Project Re-Development Option Zone as presented; Commissioner Barlow seconded; all were in favor, motion carried.

Attorney Sandow read the finding of facts and conclusions as follows:

FINDINGS OF FACT, CONCLUSIONS
AND RESOLUTION ADOPTED
BY THE
PLANNING AND ZONING BOARD
OF THE
CITY OF BLACKFOOT
April 23, 2019

FINDINGS AND CONCLUSIONS

At the regularly scheduled meeting of the Planning and Zoning Board of the City of Blackfoot on March 26, 2019, the Board held a public hearing on the request of the City of Blackfoot to adopt a Project Redevelopment Option Zone (ProZone). The full draft the ProZone District is attached hereto and incorporated herein by reference. 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 hearing, no testimony was provided. Upon reviewing the matter and any testimony in the public hearing, the Board found and concluded as follows:

FINDINGS:

1. The Board finds that the Project Redevelopment Option Zone (ProZone) will create a regulatory tool that permits initiative and flexibility in crafting well-planned, architecturally designed development that meets the needs of the community. The intent of the new zone is more particularly outlined in the proposed draft attached hereto.

RESOLUTION AND CONCLUSIONS

UPON MOTIONS DULY MADE, SECONDED AND CARRIED,

IT WAS RESOLVED THAT:

It is recommended to the City Council that the proposed Project Redevelopment Option Zone be adopted as an additional zoning category 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 the 23rd day of April 2019.

Donna Parkinson

Secretary of Planning & Zoning Board
City of Blackfoot, Idaho

Commissioner Barlow motioned to accept the finding of fact, conclusion and resolutions; Commissioner Thomas seconded; all were in favor, motion carried.

Action Item

New Zone – Downtown Historic Business Zone (DHB)

The Commissioners confirmed that the proposed DHB Zone would be intended for (C-2) Commercial Zoning. Ramirez explained it would define standards for signage and setbacks only in the Historical Business Zone. This business zone will be allowed to build right up to the sidewalks, which will not be permitted in other zones currently. The purpose is to promote the development of downtown retail shopping stores and service establishments.

Commissioner Ramirez motioned to place the Downtown Historic Business Zone (DHB) ordinance on the agenda for the City Council to adopt, Commissioner Thomas, seconded; all were in favor, motion carried.

Attorney Sandow read the finding of fact, conclusions and resolution as follows:

FINDINGS OF FACT, CONCLUSIONS
AND RESOLUTION ADOPTED
BY THE
PLANNING AND ZONING BOARD
OF THE
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April 23, 2019

FINDINGS AND CONCLUSIONS

At the regularly scheduled meeting of the Planning and Zoning Board of the City of Blackfoot on March 26, 2019, the Board held a public hearing on the request of the City of Blackfoot to adopt a Downtown Historic Business Zone (DHB Zone). The full draft the DHB Zone District is attached hereto and incorporated herein by reference. 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 hearing, no testimony was provided. Upon reviewing the matter and any testimony in the public hearing, the Board found and concluded as follows:

FINDINGS:

1. The Board finds that the Downtown Historic Business Zone (DHB Zone) will create a regulatory tool that permits a district in which the primary use of land is for business purposes and promotes the development of retail shopping stores and service establishments. The intent of the new zone is more particularly set forth in the draft

attached hereto.

RESOLUTION AND CONCLUSIONS

UPON MOTIONS DULY MADE, SECONDED AND CARRIED,

IT WAS RESOLVED THAT:

It is recommended to the City Council that the proposed Downtown Historic Business Zone be adopted as an additional zoning category 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 the 23rd day of April 2019.

Donna Parkinson

Secretary of Planning & Zoning Board
City of Blackfoot, Idaho

Commissioner Barlow motioned to accept the finding of fact, conclusions and resolution; Commissioner Thomas seconded; all were in favor, motion carried.

Action Item

Public Sign Ordinance

Administrator Hibbert explained that the purpose of the sign ordinance is to promote some guidelines for keeping public safety and welfare in order. Hibbert stressed that we need to be giving some instructions and direction for the patrons and personnel when they are obtaining a sign permit. The purpose is to have requirements or information for signs regarding structure, size, and support.

Commissioner Barlow confirmed that as being an established business, would they be allowed to rebuild their signs or would they be forced to follow the new ordinance? Attorney Sandow expressed that in the ordinance, a company would be allowed to do upkeep and maintain their current signage but replacing the sign would need to conform to the proposed Ordinance.

Commissioner Barlow motioned to place the Public Sign Ordinance on the agenda for the City Council to adopt, Commissioner Thomas, seconded; all were in favor, motion carried.

Attorney Sandow read the finding of facts and conclusions and resolution as follows:

Commissioner Barlow motioned to accept the finding of fact, conclusions and resolution; Commissioner Thomas seconded; all were in favor, motion carried.

Commissioner Jefferis closed the meeting:

ADJOURNMENT

Commissioner Ramirez motioned to adjourn the meeting; Commissioner Thomas seconded; all were in favor; the meeting was adjourned at 8:45 P.M..

Donna Parkinson

City of Blackfoot, Planning & Zoning Clerk
Donna K. Parkinson