



CITY OF BLACKFOOT  
PLANNING & ZONING  
Meeting Minutes  
157 N Broadway Street, Blackfoot  
May 11th, 2021

**Meeting called to order:**

The work meeting of the Planning and Zoning Commission of the City of Blackfoot was called to order at 7:00 PM on May 11th, 2021, at The City of Blackfoot council chambers 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, Merv Dolan, Deborah Barlow, and Co-Chairman Dine Smith. Commissioner Marilyn Jefferis was absent.

**City of Blackfoot staff present:**

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

**Report on Conflicts of Interest/Ex parte of Communication:**

None were brought forward.

**Approval of the April 27th meeting minutes:**

Co-Chairman Smith offered a motion to approve the minutes. Commissioner Dolan seconded; the motion to approve the minutes passed with one abstention from Commissioner Barlow.

**Agenda Item 6a, Consent Agenda - Findings of Fact:**

Chairman Ramirez introduced the Findings of Fact & Conclusions regarding the Commission's decision for the property located at 624 McAdoo Street, Blackfoot, ID. A motion to accept the consent agenda was offered by Co-Chairman Smith. The second to the motion was offered by Commissioner Barlow. The motion passed unanimously. The Findings of Fact & Conclusions approved in the consent agenda are listed below:

FINDINGS OF FACT, CONCLUSIONS  
AND RESOLUTION ADOPTED  
BY THE  
PLANNING AND ZONING BOARD  
CITY OF BLACKFOOT  
May 11, 2021

**FINDINGS AND CONCLUSIONS:**

At the regularly scheduled meeting of the Planning and Zoning Board of the City of Blackfoot on April 27, 2021, the Board held a public hearing on the request of Josh Jackson to change the zone on property located at 624 W. McAdoo, Blackfoot, Idaho, from R-1 (single residential) to R-2 (Multi Family) and to consider the recommendations to provide City Council pursuant to the application that is attached hereto and made a part hereof by this reference. During the public hearing, testimony was heard from the Applicant and evaluated by the Board. The matter was discussed with the Planning Administrator with a review of the relevant City Code. Testimony against the proposal was presented primarily focusing on losing country atmosphere, density of R2 zoning, and other similar concerns. After reviewing any documents submitted by

the applicant and by any other interested parties, the Board finds and concludes as follows:

**FINDINGS and CONCLUSIONS:**

1. The property currently is zoned R-1. The Applicant has requested a designation of R-2 to allow a second home to be constructed in the same area as an existing barn. This would require a somewhat smaller lot size than allowed in R-1, but does not increase the overall coverage of buildings on the property.
2. That after consideration of the surrounding areas that include adjoining R-2 zones, the Commission has determined that a zone of R-2 is appropriate.
3. The proposed zone change to R-2 complies with and advances the goals and objectives of the Comprehensive Plan and is consistent with the uses in the area.
4. The zone change will allow the City to provide and maintain existing future capabilities of public utilities.
5. It appears the amendment to R-2 will not adversely affect other property in the vicinity.
6. The proposed zone will not adversely affect the public health, safety or welfare and does more accurately reflect the likely future uses of the area.

**RESOLUTION AND CONCLUSIONS**

UPON MOTIONS DULY MADE, SECONDED AND CARRIED,

IT WAS RESOLVED THAT:

The Board recommends that the City Council amend the zoning of the proposed area from R-1 to R-2.

These findings of fact, conclusions, and resolution formally were adopted by a majority vote of the Planning and Zoning Board on May 11, 2021.

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

**Agenda review item 7a, Comprehensive Plan & the “Art Contest”.**

Chairman Ramirez shared with the group that he felt like some in the community may have misunderstood the intended purpose of the art contest. Mr. Ramirez commended the fourth-grade participants and noted there were some good ideas shared through their entries. Chairman Ramirez was hopeful that more adults that had come in to view the entries would have left comments on ideas for improving the city. He also stated that voting would conclude on Saturday, May 15th. Mr. Ramirez then asked the Commission for a date and time to determine the winners of the contest. Co-Chairman Smith asked when the results needed to be completed. Mr. Ramirez suggested that the results could be ready to present the winner at the City Council Meeting in June. End of school dates and notifying the entrants of the results was discussed. It was concluded that the voting would continue until Friday, the 21st of May, and the Commission would count the votes on the 22nd. The winners would be announced at the P & Z meeting on the 25th, from there, Mayor Carroll would present the winner at the City Council meeting on June 1st. A motion was made by Co-Chairman Smith summarizing the schedule noted above. A second was offered by Commissioner Barlow, followed by Chairman Ramirez asking for anymore questions. Commissioner Thomas had a question regarding the type of prizes that would be given. Besides a certificate, Mr. Ramirez said fifty dollars would go to the first-place winner, forty dollars for second, and third-place, thirty dollars. Twenty and ten dollars would be awarded to fourth and fifth places respectfully. Chairman Ramirez mentioned that the City would provide the certificates and added that he would like to see a key to the City included. Other ideas were brought up such as if something should be given to all of the participants. Chairman Ramirez suggested finalizing that discussion at the meeting on May 25th. A vote to accept the schedule passed.

**Agenda review Item 7b, Commercial Zone Review.**

Chairman Ramirez explained that the documents handed to Commission members included the official designations of the different commercial zones. There was some discussion on some of the items as well as why a pro-zone was not listed. Mr. Ramirez directed the group’s attention to the current zone map. Mr. Ramirez went over some of the updates that had been made. The Commission discussed some of the changes on the map. One topic was the amount of industrial and the lack of heavy industrial zones. It was suggested from the discussion that businesses that may come up classified in the neighborhood business districts only be approved by the Conditional Use Permit process. The idea that schools would need to fall into this requirement was talked about. Administrator Hibbert reminded the group that as long as the applicants use had not changed dramatically, they would not have to seek out another permit approval.

**Nolan Hill with Snake River Grove, LLC, Ammon, ID**, was invited by Mr. Hibbert and Chairman Ramirez asked him to speak. It was shared by him that more clarity is needed on where contractors could develop multi-family housing. Chairman Ramirez did show areas on the Preferred Land Use Map that could be changed to accommodate that type of development. Mr. Hill shared an example where their firm had looked into one of the areas in the northeast part of the City and had discovered that some City services were inadequate, and to move further, they would have to shoulder the cost to upgrade. He wanted to make clear that placing that responsibility on the developer is a great risk to a business’s viability and that more cooperation from the City would be critical. Chairman Ramirez asked the question as to whether the new fee structure would include earmarks for infrastructure development. Mr. Hibbert did not offer a discrete answer but went on to explain that the Commission needed to look at the areas in the City that the infrastructure is already in place to support these types of development. Chairman Ramirez answered that the Planning and Zoning Commission would need to communicate with City department heads to positively identify those areas. Mr. Hibbert also suggested using the map from the latest water study when discussing this. At this time Chairman Ramirez suggested pausing this discussion until the July work meeting. It would be added to the agenda as, “infrastructure support for re-zoning consideration”. Mr. Hibbert suggested inviting City department heads also.

Chairman Ramirez redirected the discussion back to the current agenda item. The conversation on types of businesses and their classifications were passed back and forth. Mr. Ramirez said that the hope was to follow the same procedures to complete the commercial zone chart and definitions as was implemented while completing the residential portion. Co-chairman Smith asked Mr. Ramirez if any action has been taken by City Council on the overhaul of the zoning chart & code definitions. Mr. Ramirez reply was that the Council was asking for one more month to look it over.

**Adjournment:**

A motion to adjourn was made by Commissioner Barlow and seconded by Commissioner Thomas. The meeting was adjourned at 9:07 PM.

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