



CITY OF BLACKFOOT  
PLANNING & ZONING

Meeting Minutes  
157 N Broadway Street, Blackfoot  
May 25, 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 May 25, 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, Marilyn Jefferis, Merv Dolan, and Deborah Barlow. Dine Smith, Co-Chair was absent.

**City of Blackfoot staff present:**

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

**Meeting Introduction:**

Chairman Ramirez asked the Commission to comment on no longer wearing masks at the meetings. All members present agreed that they were okay with not wearing them.

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

No items were reported.

**Approval of the May 11th meeting minutes:**

Chairman Ramirez asked for a motion to approve. Commissioner Jefferis offered a motion; Commissioner Barlow seconded. The motion to approve May 11, 2021, meeting minutes passed.

**Announcements for the Comprehensive Plan Art Contest:**

Chairman Ramirez reviewed with the Commission the details of the contest and said that eighty-two individuals voted on the entries. Mr. Ramirez told the group that twenty-four entries had been received and that there would be six prizes awarded due to a tie for fifth place. Below is the list of the winners by first name, teacher, & school:

- 5th place(tie) - Farrah, Emily Davies, Blackfoot Charter Elementary
- 5th place(tie) - Braden, Ms. Hansen, Wapello Elementary
- 4th place - Leah, Ms. Collard, Stoddard Elementary
- 3rd place - Dexton, Megan Thornley, Groveland Elementary
- 2nd place – Levi, Ms. Hall, Groveland Elementary
- 1st place - Hadley, Ms. Bevan, Wapello Elementary

Chairman Ramirez reminded the group that the winners will be recognized and receive their awards at the June 1st City Council Meeting. Mayor Carroll will conduct the presentation.

**June 8, 2021, meeting cancellation:**

Chairman Ramirez approached the Commission and said that due to items of business not being readied that he felt that the work meeting should be canceled. The Commission agreed to this, no further action was needed.

**Public Hearing - Action Items:**

**Agenda Item 7, CMH Homes Inc. (Clayton Homes) 955 Lansing Street, Blackfoot, Idaho, (Zone Change - Residential Agriculture (R-A) to Single-Family (R-1)).**

Chairman Ramirez began by explaining the property details to the group. Mr. Ramirez then asked the applicant to take the floor.

**Jason Holden, CMH Homes Inc., Idaho Falls, ID.,** described the property and shared with the group the plans to divide the parcel into 1/3 acre lots for single family homes. He also shared that their company plans to put a unique type of modular home on the proposed parcel. Mr. Holden provided the Commission members with some information packets. The Commission took a moment to look through it.

Chairman Ramirez then opened up the meeting for public comment. He asked for anyone in favor to please come forward; no persons responded.

Mr. Ramirez then asked for those neutral to this zone change request to comment.

**Renette Loosli, Blackfoot, ID,** had a question for Mr. Holden as to why they chose Blackfoot. He pointed out that they felt like they can offer affordable homes to persons seeking to buy in Blackfoot. No other individuals came forward. Chairman Ramirez then asked for those not in favor to respond. There were none who did.

Mr. Ramirez then closed the meeting to public comment and gave the floor to the Commission to discuss. He reminded members that the zone change was the business at hand and not to go into detail about the planning and construction, that discussion would be appropriate if and when a subdivision plan is brought forward. At this time Mr. Ramirez brought the discussion to a close and asked for a motion. Commissioner Barlow made a motion to recommend to City Council to approve a zone change at 955 Lansing Street, Blackfoot, ID, currently zoned R-A to an R-1. It was seconded by Commissioner Dolan; the motion passed unanimously.

**Agenda Item 8, Russell Robison, 4717 S Homes Ave., Idaho Falls, ID., (Townhomes Subdivision Application at 676 E Court Street, Blackfoot, ID):**

Chairman Ramirez explained to the group that a zone change for this parcel had previously been approved to an R-3. Mr. Ramirez also added that the subdivision application had met all of the code requirements. Mr. Ramirez then asked those representing Mr. Robison to take the floor.

**Chris Street, with HLE Engineering, Blackfoot, ID,** spoke on behalf of the applicant. He asked the Commission members to look at the information provided in the packets and explained that the plan includes a total of 15 units and is designed to have 1/2 of the parcel remain as open space. Mr. Street went on to highlight other proposed items such as three level homes with parking on the first level and living area on the upper two. He also mentioned looping the supply water to alleviate low pressure problems. Chairman Ramirez excused Mr. Street from the floor and opened the meeting to the public.

First, Chairman Ramirez asked for anyone in favor of this subdivision application to comment. There were none.

Mr. Ramirez then invited any that were neutral to speak.

**Delbert Loosli, Blackfoot, ID,** had some questions and made comments neutral to the application.

**Renette Loosli, Blackfoot, ID,** also had some questions and made comments neutral to the application.

Chairman Ramirez then asked any individuals opposed to the application to comment. There were none.

Mr. Ramirez closed the meeting to the public and the floor was given to Mr. Street to answer any questions regarding the subdivision application.

On the parking issue, Mr. Street said the two car garages would be the total parking per home on the property.

Regarding setbacks, he explained that this plan was submitted as a PUD and that City staff had approved the design.

Other questions were addressed that had been brought up earlier. Mr. Street also said the property would have an HOA. The Commission's main concern was the plan for adequate parking. The Commissioners asked if any staff reports had been made available. Ms. Parkinson said there were none available at this time. Mr. Ramirez thanked Mr. Street for his comments and then turned the time over to the Commission to discuss.

The discussion continued with the conversation focused on parking. The groups attention was brought to the fact that

even though the parcel is zoned R-3, the plan is for single family units which only require two vehicle parking. The discussion concluded with the idea that the plan submitted meets the current codes.

Chairman Ramirez went over the concerns that were discussed and gave a summary on parking, setbacks, HOA and right of way. A motion was made by Commissioner Jefferis to recommend to City Council to approve the subdivision application for the parcel located at 676 East Court Street, Blackfoot, ID, with the following conditions: install a privacy fence on east property line, include five visitor parking spaces on the property, and appropriate parking signage. Commissioner Barlow seconded to which a vote was taken. The motion did not pass.

Commissioner Jefferis then made a motion to table this item to the June 22nd meeting. Commissioner Dolan seconded; the vote passed unanimously. Commissioner Jefferis asked Ms. Parkinson if she could notify Fire Chief Gray to attend that meeting.

**Agenda Item 9, Tyson Andersen 1283 N. 590 E., Shelley., ID, (398 W Hwy 39, Blackfoot, ID, CUP to distribute firearms):**

Chairman Ramirez described to the group the property's location and that it is an irrigation sales and service business and are requesting a Conditional Use Permit to distribute firearms. Mr. Ramirez asked if Mr. Anderson was present to answer any questions. Mr. Anderson was not present. The Commission asked if Administrator Hibbert had a staff report prepared. Mr. Hibbert summarized that the State will not issue permits until the CUP is granted. Chairman Ramirez then opened the meeting to the public.

Mr. Ramirez first asked for those in favor of the CUP. There were no replies.

The public was asked if anyone was neutral or had questions. There were no replies.

Finally, those that may be opposed were asked to come forward. There were none.

Chairman Ramirez then closed the meeting to the public and gave the floor to the Commission for discussion. After a short conversation a motion was made by Commissioner Dolan to approve a Conditional Use Permit for the property located at 398 W Hwy 39, Blackfoot, ID. Commissioner Jefferis seconded, and the vote passed unanimously.

**Agenda Item 10, Previously tabled, Primo Builders LLC., Ramon Sanchez Jr., 2020 Cromwell Ln., Blackfoot, ID, (610 North Broadway, Blackfoot, ID - T3S R35E SEC 03, requesting Conditional Use Permit for Storage Units)**

After a description of the application, Chairman Ramirez asked for a motion to remove this item from the table.

Commissioner Jefferis made the motion to which Commissioner Thomas seconded. Mr. Sanchez was invited to take the floor.

**Ramon Sanchez Jr, Primo Builders LLC, Blackfoot, ID,** answered the questions that were brought up in the previous meeting. The following Items are listed below:

1. It was decided that the storage units would remain closed during the Eastern Idaho State Fair.
2. No sidewalk repair or improvement is needed on the Broadway Street side.
3. There will be a road constructed on the south portion of the property.
4. Northeast corner will be used for snow removal storage.
5. Ingress and Egress will be through a coded gate.
6. All setback requirements will be met.

Mr. Sanchez also explained how the units facing Broadway Street would be used during fair week. Mr. Ramirez asked a question on several code issues. These items were discussed by the Commissioners at great length with Mr. Sanchez. Commissioner Barlow made a motion to approve a Conditional Use Permit, located at 610 North Broadway, Blackfoot, ID, with the following conditions applied: sight triangle requirement and fire codes are adhered to, snow removal, setbacks stated in the code, and access is restricted during fair time are addressed with the exception of the units facing Broadway Street. Commissioner Dolan offered a second; the vote to pass was unanimous.

**Other(not on the agenda):**

There was an individual that requested some time to which the Commission agreed to grant.

**Brent Monette, Monette Development Group, Rexburg, ID,** addressed the Commission stating that their firm had purchased the property where the old sugar beet factory was located. He also mentioned that they had purchased forty acres on 400 West or Groveland Road. He wanted to let the Commission know what their initial intentions were for the property's development. On Groveland Road, a mobile home park and at the sugar beet property a townhouse subdivision combined with some light industrial. Mr. Monette went into detail on the plans and a timeline to start. Mr. Ramirez did remind the Commission that this discussion was strictly informational and could not be acted

on.

**Adjournment:**

A motion to adjourn was made by Commissioner Jefferis and seconded by Commissioner Thomas. The meeting was adjourned at 9:22 PM.

*Donna Parkinson*

City of Blackfoot, Planning & Zoning Clerk

Donna Parkinson