

**CITY OF BLACKFOOT
PLANNING & ZONING
Meeting Minutes**

157 N Broadway Street, Blackfoot
July 14, 2020

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 July 14, 2020, at The City of Blackfoot council chambers by Assistant Chairperson Barlow. This meeting was also made available to the public by way of the Zoom application.

Pledge of Allegiance:

Commissioner Roll Call:

Those present: Chairperson Marilyn Jefferis, Commissioners Deborah Barlow, JoAnne Thomas, Ron Ramirez, Rocky Moldenhauer, and Dine Smith. Commissioner Merv Dolan was not present.

City of Blackfoot staff present:

Kurt Hibbert, Planning & Zoning Administrator, and Donna Parkinson, Planning & Zoning Clerk. Mayor Marc Carroll was also in attendance this evening.

Report on Conflicts of Interest/Ex parte of Communication:

Commissioner Ramirez reported that he had overheard a phone conversation regarding an agenda item for the July 28th meeting. Mr. Ramirez told the group that he would declare it at that meeting.

Approval of the June 23rd meeting minutes:

It was reported that the minutes would be approved at the July 28th meeting. The findings and fact still need to be entered into them.

Mayor Carroll's Introduction; discussion with the board.

Mayor Carroll started by recalling that it had been several years since he had visited with the P & Z Commission collectively. He told the group that he was going to discuss some items that had come to his attention by way of comments from individuals in the community. First were the Mayor's thoughts on if Robert's Rules of Order needs to be followed in the Commission's public meetings. The takeaway was that it does provide a framework to conduct meetings in an orderly and respectful way. He recommended that the "Rules" should be used in all public meetings conducted in the city. The mayor went on to say that discussion should be limited to what is contained in the agendas. He explained that there may be instances where an emergency item may come up which may need attention but even that example could not be acted on. The content in the "Rules" specify that. Mayor Carroll shared with the board other experiences he has had in various meetings.

He continued about the importance of agreeing as long as an item conforms to code and zoning ordinances. Some discussion was brought up about dealing with personal feelings versus if an item conforms. The group agreed that the information in building code needs to be streamlined and made easier to understand. Chairperson Jefferis said she would like these two items brought up in the next meeting; PUD's and densities concerning them. The Mayor also discussed the impact area that has been ongoing with the county. Concerns were brought up about properties that are being developed in the area that are not up to city standards. Annexation procedures and examples were brought up by the Mayor. Some thoughts about the waste treatment plant and ongoing renovations were explained. The Mayor's conversation continued, sharing that Blackfoot has a fair amount of people that commute from outside communities to work here. Mayor Carroll closed with the point that more growth brings the need for more housing. He also touched on thoughts about how he sees it going forward. He thanked the Commission for their tireless efforts.

First Agenda Item:

Review of New Residential Zoning Changes that will be made to the Schedule of Residential Dimensional Standards for the public hearing.

Commissioner Ramirez suggested that this be brought up for review in August's meeting. Administrator Hibbert explained that the group needs to get it to a hearing for public input even though it would not be complete. Commissioner Barlow asked that if there were changes made after public input, would there be a need for a future public hearing on it? Administrator Hibbert affirmed that there would be.

Commissioner Ramirez at this point made a motion to authorize Donna Parkinson, Planning & Zoning Clerk, to send the residential zoning changes to public hearing on August 25th. Commissioner Barlow seconded; The ability to review and publish in time was discussed. After that, a vote was taken, and the motion passed, all were in favor.

Second Agenda Item:

Review of Assignments made to the Planning & Zoning Commissioners regarding the Comprehensive Plan.

Chairperson Jefferis opened this item with a motion to table this until the August 11th work meeting. She was concerned that the group was not prepared to discuss this. The group then discussed some of the progress that had been made on the plan as well as things that are incomplete. Administrator Hibbert pointed out that the comprehensive plan should be completed first and then code developed to correspond with the plan. The board discussed items and ideas pertaining to development of the comprehensive plan. Chairperson Jefferis' motion did not proceed.

Adjournment:

Commissioner Barlow made a motion to adjourn; it was seconded by Commissioner Smith, and the vote passed, all were in favor. The meeting was adjourned at 8:47 PM.

Donna Parkinson

City of Blackfoot, Planning & Zoning Clerk
Donna Parkinson