



CITY OF BLACKFOOT
PLANNING & ZONING
Work Meeting Minutes
157 N Broadway Street, Blackfoot
September 12, 2023
7 PM

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 September 12, 2023, at the City of Blackfoot council chambers by Chairperson Deborah Barlow. This meeting was also made available to the public for viewing by way of the Zoom application.

1. Pledge of Allegiance

- 2. Roll Call of Members** Those present: Chairperson Deborah Barlow, Commissioners Curtis Cannon, Merv Dolan, Bennie Lilly, and JoAnne Thomas.
Absent: Commissioner Scott Stufflebeam

- 3. The City of Blackfoot Staff** – Julie Conan, Planning & Zoning Administrator; Misty Myler, Planning & Zoning Secretary

4. Approval of the August 22, 2023, Meeting Minutes.

Commissioner Thomas moved to approve the minutes for the August 22, 2023, public hearing. Commissioner Lilly seconded the motion. The vote was unanimous. Motion passed.

5. Report Ex Parte Communication or Conflicts of Interest

There was none to report.

6. Update on Citizens Volunteer Comprehensive Plan Committee – Debbie Barlow

Chairperson Barlow informed the commissioners that volunteer Jenna Reed has withdrawn from the committee. They are currently looking for a replacement. Possible candidates were discussed. It was decided Julie Conan will contact Charlie Kotter to join the committee. The current volunteers have marked up the present comprehensive plan to begin discussions. The City Department Heads will be coming to the comprehensive plan meetings over the next several months to discuss the future of Blackfoot pertaining to their specific departments with the committee.

7. Consent Agenda:

- a) Findings of Fact – Removing Requirement Restriction for Elected Officials and Commission Members from the Site Plan Review Process – Title 12, Chapter 2, Section 2**

Commissioner Dolan moved to accept the Finding of Facts to remove the Requirement Restriction for Elected Officials and Commission Members from the Site Plan Review Process – Title 12, Chapter 2, Section 2. Commissioner Thomas seconded the motion. The vote was unanimous. Motion passed.

8. Discussion Items:

- a) 11-4B-6: Home Occupations – Discrepancy in Ordinance – Julie Conan**

P & Z Administrator, Julie Conan, explained the conflict between the Home Occupation ordinance and the Schedule of Use District table. There was discussion as to where Conditional Use Permits should be allowed and if they should be required across the board. Julie Conan suggested that all Home Occupations should require a Conditional Use Permit. Commissioner Lilly asked that Julie provide her suggested verbiage for the amended ordinance at the next planned work meeting. It was suggested that No. 6 be removed, and Section C will be changed to read that all home occupations require a Conditional Use Permit. It was agreed that the verbiage needs to be amended

and should be done as soon as possible. Julie Conan stated that it should be on the October Public Hearing agenda.

b) Outstanding Issues

There was discussion of the Commissioner Work Meetings and Public Hearings in the months of November and December.

Commissioner Cannon inquired about the hotel supposedly being built at the Old Sugar Factory location. Julie Conan said that the developers of the subdivision are asking to have their Development Agreement on the October City Council agenda.

Chairperson Barlow updated the Commissioners on the City Council meetings. She informed them that the city utility fees are rising. She updated the commissioners on the West Bridge Street bridge project and the Development Agreement for Maverik was approved at the Council meeting.

A motion to adjourn the meeting was made by Commissioner Dolan and seconded by Commissioner Lilly. The meeting was adjourned at 7:46 PM.

 for Misty Myler
City of Blackfoot, Planning and Zoning Secretary
Misty L. Myler