



CITY OF BLACKFOOT  
PLANNING & ZONING

Meeting Minutes  
157 N Broadway Street, Blackfoot  
September 28, 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 September 28, 2021, at The City of Blackfoot council chambers by Chairman Ron Ramirez. This meeting was also made available to the public for viewing by way of the Zoom application.

**Pledge of Allegiance:**

**Commissioner Roll Call:**

Those present: Chairman Ron Ramirez, Dine Smith, Co-Chairman, Commissioners JoAnne Thomas, Marilyn Jefferis, and Merv Dolan. Commissioner Deborah Barlow was absent.

**City of Blackfoot staff present:**

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

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

Chairman Ramirez asked that item 6.(a), **Slate Mountain Mobile Homes, 9038 E. Cedar Point Lane, Idaho Falls, Idaho, Mobile Home Park Application**, be postponed until October's meeting. This was due to inconsistent information that was posted. Mr. Ramirez indicated that he had discussed this change with the applicant and reported to the group as ex parte of communication. Chairman Ramirez asked the commission if there were any other items that needed to be reported. There were no items brought up.

**Approval of the September 14th meeting minutes:**

Chairman Ramirez asked for a motion to approve the minutes. The motion was offered by Commissioner Dolan. Commissioner Thomas seconded, and the motion to approve the September 14, 2021, meeting minutes passed.

**Public Hearing - Action Items:**

**Agenda item 6 (b), Vacation Easement of Roadway, Kaleb Phelps, 372 W Hwy 39, Blackfoot, Idaho, (T2S R35E SEC 33 LOT 35 AND LS RD RP1407500 – (Vacation of Easement of Roadway) – Action Item:**

Chairman Ramirez began this session by asking Administrator Kurt Hibbert to give the staff report on this item. Chairman Ramirez also pointed out the roadway on the map given to the commission members. Mr. Phelps was then invited to take the floor.

**Kaleb Phelps, Shelley, Idaho**, indicated to the group his intention to establish a lawncare business that included equipment sales and service on the property. Mr. Phelps reason for requesting the road vacation was that it appears that it has not been used for some time and that the extra area would be an added benefit to the property. There was a brief discussion with commission members about the details of the roadway.

At this time, Chairman Ramirez opened the meeting to the public, with those in favor of the application going first. Chairman Ramirez asked the commission if it would be okay to keep the public's comments to a three-minute time limit, to which they agreed.

No individuals came forward in favor of the vacation request.

No individuals came forward that were neutral to the vacation request.

No individuals came forward in opposition to the vacation request.

Chairman Ramirez then closed this portion of the meeting to the public and turned the floor over to the commission for discussion. All of the members agreed it should go forward. A motion was offered by Co-Chairman Smith to recommend to the City Council to accept the vacation request as described. The motion was seconded by Commissioner Dolan; the motion passed unanimously.

**Agenda Item 6 (c), Jon Gregory, Subdivision Application, 1315 Gary Street, Blackfoot, Idaho, Sunset Cove Subdivision, (T3S R35E SEC 04 S2SE NW LESS I-15, T-9861, 9860 15883, 15846, SUNSET COVE SUB LOT 2 BLK 1 STUART ADD) – Action Item:**

The staff report from Administrator Hibbert was asked for. Mr. Hibbert gave the group a description as to the zone change that was requested earlier and that Gary Street would be extended and also terminated at the end of the extension. The applicant was then asked to take the floor.

**Jon Gregory, Blackfoot, Idaho**, started by reviewing the code change that had taken place earlier and was now requesting that a subdivision application be approved. Chairman Ramirez asked the commission if they had any questions, there were none. Chairman Ramirez then opened the meeting to the public for comment.

No individuals came forward in favor of the subdivision application request.

No individuals came forward that were neutral to the subdivision application request.

**Margaret Atkinson, Blackfoot, Idaho** came forward in opposition to the subdivision application request.

Chairman Ramirez then closed this portion of the meeting to the public and turned the floor over to Mr. Gregory to rebut.

**Jon Gregory, Blackfoot, Idaho** explained that the proposed subdivision would have a street width of thirty-two feet with sidewalks on both sides. It was brought up by Administrator Hibbert that the proposed application did meet city code.

The commission then discussed some of the details of the proposed subdivision. Attorney Sandow let the group know that this had been re-zoned as R-3 as presented in the Finding of Fact brought before City Council. A motion was offered by Commissioner Jefferis to recommend to the City Council to accept the subdivision application request as described. The motion was seconded by Commissioner Thomas; the motion passed unanimously.

**Agenda Item 6 (d), Jon Gregory, Zone Change Application, Light Industrial (M-1) to Multi Family Residential (HDR-2) 219 Lansing Street, Blackfoot, Idaho, (T3S R35E SEC 04 S2SE NW LESS I-15, T-9861, 9860 15883, 15846, LOT 2 BLK 1 STUART ADD) – Action Item:**

Chairman Ramirez started this portion of the meeting by explaining to the group the details involving this zone change. Mr. Ramirez then asked that the staff report be given. Administrator Hibbert did explain what the current zone specifications were and what the change to HDR-2 would be. He noted that the City Staff agreed this would be a good move to help enhance the development that had already been completed. The applicant was then asked to take the floor.

**Jon Gregory, Blackfoot, Idaho**, described to the group that he had been in contact with city officials, and they agreed to the change in the zoning from the current M-1 to HDR-2. Chairman Ramirez then opened the meeting to the public for comment.

No individuals came forward in favor of the zone change request.

No individuals came forward that were neutral to the zone change request.

**Sandra Lowery, Blackfoot, Idaho** came forward in opposition to the zone change request.

**Kristy Pope, Blackfoot, Idaho** came forward in opposition to the zone change request.

Chairman Ramirez then closed this portion of the meeting to the public and turned the floor over to Mr. Gregory to rebut. Mr. Gregory had no comment at this time. Chairman Ramirez then turned the floor over to the commission for discussion. The concerns over added traffic, additional multi-family dwellings, and possible impact of the current zone was covered. A motion was entertained by Commissioner Jefferis to recommend to the City Council to accept the zone change application as described. The motion was seconded by Co-Chairman Smith; the motion passed unanimously.

**Agenda Item 6 (e), CMH Inc. (Clayton Homes) Subdivision Application 2535 N Yellowstone Hwy, Idaho Falls, Idaho, 955 Lansing Street, Cottage Grove, Blackfoot, Idaho, (T3S R35E SEC 04 T-17402 (PT OF SW PLAT) - Action Item:**

Chairman Ramirez introduced this item of business and asked Administrator Hibbert to give the staff report. Mr. Hibbert described what the City has been discussing with the applicant with respect to street improvements surrounding the affected property. He also reminded the group that this will be developed as a single-family dwelling subdivision and has also received positive feedback from the neighboring community. Mr. Ramirez asked that CMH's representative take the floor.

**Jason Tolman, CMH Inc., Idaho Falls, Idaho**, again stated that the development would consist of seventeen single-family dwellings, each with a lot size of approximately one-third of an acre. He also summarized the street and infrastructure design, reassuring the group that it will meet city code. A question about whether or not an irrigation ditch would be covered came up. The applicant indicated it would not. Chairman Ramirez then opened the meeting for public comment.

No individuals came forward in favor of the subdivision application request.

No individuals came forward that were neutral to the subdivision application request.

**Margaret Atkinson, Blackfoot, Idaho** came forward with concerns about the condition of Lansing Street. Administrator Hibbert said the city was aware and was working to provide improvements at the best possible opportunity that would be feasible.

Chairman Ramirez then closed this portion of the meeting to the public and turned the floor over to the commission for discussion. A motion was made by Commissioner Dolan to recommend to City Council to accept the subdivision application request as described. The second was offered by Commissioner Thomas; the vote was taken, and the motion passed.

**Agenda Item 7, 10-6-6 Table of Permanent Sign Standard Code - Action Item:**

Chairman Ramirez reviewed several issues regarding what is currently stated in the code. He asked the commission if this item could be discussed in the October 12th work meeting. All members agreed to that. A motion was made by Commissioner Smith and seconded by Commissioner Dolan. The motion passed unanimously.

**Adjournment:**

A motion to adjourn was made by Commissioner Jefferis and seconded by Commissioner Thomas. The meeting was adjourned at 8:16 PM.



---

City of Blackfoot, Planning & Zoning Clerk  
Donna Parkinson