

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

157 N Broadway Street, Blackfoot
November 12, 2019

Commissioner Roll Call:

Those present: Chairperson Marilyn Jefferis, Commissioners Deborah Barlow, Ron Ramirez, JoAnne Thomas, and Merv Dolan.

Commissioner Rocky Moldenhauer was absent.

City of Blackfoot staff present:

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

Pledge of Allegiance:

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 November 12, 2019, at The City of Blackfoot by Chairperson Jefferis.

Review of Previous Meeting Minutes

The minutes of the previous meeting were reviewed, and a motion to table them until the next Planning and Zoning Meeting on November 26, 2019, was made. A short discussion on meeting minutes format and what topics should be included was shared by the commission.

Approval of Agenda

The agenda for the meeting was reviewed and approved by a majority of those present.

Conflicts of Interest / Exparte of Communication

There was none.

Commissioner Ramirez moved to revise the order of the agenda menu items.

It was discussed that the topics which needed to be acted on be covered at the beginning then, as time allows, discussion on other items of business.

Proposed Street Name Changes (“OLD YELLOWSTONE HIGHWAY”)

South Broadway/West Main Street/Highway 91

Commissioner Ramirez explained that some merchants and residents had approached Mayor Carroll expressing interest to request a name change from the current multiple street addresses identifying Highway 91 through Blackfoot to be renamed as the “Old Yellowstone Highway.”

The Commission discussed some of the histories behind Highway 91 and how it originally got the name of the Yellowstone Highway.

Mr. Hibbert explained that several years ago, the names of the streets have been changed for different reasons. The same highway in Idaho Falls, Pocatello, and Chubbuck are named Yellowstone Avenue. In the Fort Hall area, it’s called the Treaty Highway and in Shelley, State Street.

It has been proposed that the name change would rename both South Broadway from the south border of the city to the curve at Grant Street and SW and NW Main Street from the curve to the northern edge of the city.

Hibbert discussed with the commission the need of a city/county emergency entity addressing committee because of problems with duplicate street names and erratic street numbering. This committee would be tasked with streamlining and eliminating issues with the current addressing problems.

Commissioner Ramirez made a motion to move forward to hold a public meeting on the re-naming of the following streets; South Broadway, Highway 91, Southwest Main Street, Northwest Main Street to one name, "Old Yellowstone Highway." Commissioner Barlow seconded, all were in favor, motion passed on a roll call vote.

Address Committee

Commissioner Barlow addressed the issue that several of the streets and addresses in the city cause problems and confusion for the city administration, fire, ambulance, and police. It causes them not to be able to promptly respond to the correct address. Mr. Hibbert also discussed some examples of the process of address change for residents in areas he had worked within the past. The group also discussed some of the instances here in Blackfoot that were problematic.

Commissioner Barlow made a motion to recommend to the Mayor to establish an addressing committee to identify and correct street numbering and naming issues for the City of Blackfoot. Commissioner Ramirez seconded; all were in favor, motion passed with a roll call vote.

Administrator Hibbert explained to the group that the mayor would have to appoint the committee and that all organizations involved would need to be notified of the intent.

Other agenda items

Future meeting dates through the end of 2019

Mr. Ramirez led the group in discussing the work and P & Z meeting dates and bringing to the front any conflicts. The commission discussed dates that might interfere with the upcoming holidays. Everyone agreed that the meeting scheduled for Nov. 26th was okay. Mr. Ramirez asked the group if the work meeting on Dec. 10th could be the P & Z meeting for the month. The issue of getting notifications out by then was brought up. It was agreed without a motion that the Planning & Zoning Meeting for this month would be on Tuesday, the 26th, and December's meeting would be on the 10th.

Meeting dates for 2020

It was discussed whether or not the 2nd and 4th Tuesday is still okay. The meeting on Sept. 8th would be canceled due to the EISF. All other dates were approved by the group.

Video presentation, Planning and Zoning Workshop featuring Jerry Mason, AIC Counsel, 27 minutes:

There was some discussion by the commission during the video about issues being presented. Following the video presentation, the commission continued to discuss topics from the video stressing the importance of public hearings and procedures on conducting and participating in them. Some commission members shared some experiences from past meetings.

Link to the video: https://www.youtube.com/watch?v=p6JBjxHHEN0&feature=emb_title

Discussion of topics brought up from the video:

Mr. Ramirez commented that that we should do things as a group; we cannot act alone in inspecting, commenting or ruling on items in our charge. Mr. Hibbert added that a better alternative than site inspection would be to use the maps.

The commissioners discussed ways to improve visual aids in the council room, both for the work meetings as well as the ones that are open to the public.

The importance of listening to people in the meetings was stressed; some in the group gave good examples. Also brought up were examples not to get emotional when being attacked and how to dispute statements that are false. Don't be hesitant to use the gavel to bring order to a meeting. Also, try to avoid contention. Ms. Jefferis gave an example of controlling emotions over things said in meetings. Administrator Hibbert noted a way to diffuse differences is to say something to the effect, "The code says this, and if you don't like it lets work to change it." Don't encourage

residents to get frustrated and go do things in violation of the code.

Discussion of Zoning Schematic Restructure:

Administrator Hibbert started with an introduction about the importance of counties and cities working together, touching on the Smart Growth principle in the manual handed to the group. Next, Commissioner Hibbert discussed the sheet handed out with the arrows and the highlighted areas. He explained what the markup was about. Ideas were shared about what the intent was for some of the new designations. Discussion with the group continued with details in the different zones.

Other items discussed in this segment of the meeting where various examples of requirements in the different zone categories. These agenda items were continued for discussion at a future commission meeting.

Adjournment:

Commissioner Thomas motioned to adjourn the meeting; Commissioner Barlow seconded. The meeting was adjourned at 9:51 PM.

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