

PLANNING & ZONING COMMISSION (P&Z)
Minutes for May 11, 2016 at 6:30 p.m.
City Council Chambers, Municipal Building
911 North Seventh Avenue, Pocatello, ID 83201

The meeting began at 6:30 PM.

Present: Bill Hancock, Steve Long, Ryan Loveland, Ryan Satterfield, and Kathleen Lewis.

Excused: Jack Brennan and Matthew Tovey.

Staff: Lon Crowell, Dave Foster, Matthew Lewis, and Terri Neu.

AGENDA CLARIFICATION MEETING: A meeting was held at 6:00 p.m. in the Iwamizawa Conference Room at City Hall, prior to the regular meeting for clarification of the agenda.

The following is the official agenda of the Planning & Zoning Commission. Discussion and Commission action will be limited to those items on the agenda. Any citizen who wishes to address the Commission shall first be recognized by the Chair, and shall give his/her name and address for the record. If a citizen wishes to read documentation of any sort to the Commission, he/she shall first seek permission from the Chair. A three (3) minute time limitation is requested for presentations to the Commission.

AGENDA ITEM #1: DISCLOSURE OF CONFLICT OF INTEREST, EX-PARTE COMMUNICATION AND SITE VISIT.

Disclose who was talked to, the basic substance of the conversation, and whether the conversation had any influence. Disclose if a site visit was done, location(s) of the visit, and what was seen.

Hancock had nothing to report, **Long** had nothing to report, **Loveland** visited the site for item #3 and had nothing else to report, **Satterfield** visited the site for item 3 and had nothing else to report, and **Chair Lewis** had nothing to report.

AGENDA ITEM #2: APPROVAL OF MINUTES

The Commission many wish to approve the minutes from their regular meetings held on April 13 and April 27, 2016.

Satterfield motioned and **Long** seconded to approve the Minutes from April 13 and April 27, 2016. Those voting in favor were Hancock, Long, Loveland, Satterfield, and Chair Lewis. Motion passed.

AGENDA ITEM #3: PRELIMINARY PLAT – EASTPOINTE HILLS DIVISION #7

Scott Briscoe of Hallmark Development, LLC and Rocky Mountain Engineering and Surveying, has submitted an application to subdivide approximately 3.67 acres into 14 residential lots located north of Daybreak Drive, an extension of Hallmark Drive.

Mitchell Greer, Rocky Mountain Engineering, and Surveying, 600 East Oak Street, Pocatello, stated this was the seventh and final phase of this development. There would be 14 Lots and he believed they all comply with the zoning requirements. Greer understood the staff recommendations and conditions and did not have any problems with them, and he asked the PZC to approve this request.

Matthew Lewis, Planning Manager with the City of Pocatello, stated this preliminary plat was straightforward. He stated that staff recommended approval of the preliminary plat with the conditions outlined in Exhibit 1, corrections noted by City representatives on the preliminary plat prior to the submittal of the final plat, and all other standards or conditions to Municipal Code not herein stated and applicable to residential development shall apply.

Satterfield motioned and **Long** seconded to recommend approval to City Council for the Eastpointe Hills Subdivision 7th addition to subdivide approximately 3.67 acres into 14 residential lots located north of Daybreak Drive, an extension of Hallmark Drive, per staff recommendations and conditions listed. Those voting in favor were Hancock, Long, Loveland, Satterfield, and Chair Lewis. Motion passed.

AGENDA ITEM #4: PUBLIC HEARING – ZONING MAP AMENDMENT

This time has been set aside for the Commission to hear comments from the public regarding a request for a zoning map amendment. The request is by RNR Development, represented by Dioptra, LLC, and is to rezone the lot at Hawthorne Road and Snowbird Avenue (approximately 4175 Hawthorne Road) from Residential Medium Density Single Family (RMS) to Residential Commercial Professional. The Comprehensive Plan Map designation for this area is Commercial.

Terri Neu, Assistant Planner with the City of Pocatello, summarized the staff report. Neu stated that public notice was provided to property owners within 300 feet of the subject property, signage was posted on the property, notice was published in the Idaho State Journal as required per Municipal Code Section 17.02.300, and that no public comments either for or against had been received.

Neu identified that the Comprehensive Plan Map had all properties designated as “Commercial.” She stated that this request better fits in this corridor, considering the adjacent Ward Park neighborhood and mix of commercial and office, and high density residential uses to the east in the City of Chubbuck. Neu also found that the change was in conformance with numerous Goals, Objectives, and Policies of the designation of “Mixed Use” on the Comprehensive Plan Map. Based on the findings, Staff recommends approval of the rezoning request from Residential Medium Density Single Family to Residential Commercial Professional.

Long asked Neu if they City of Chubbuck had to be notified and if they had any issues. **Neu** clarified they were notified, and they did not respond.

Chair Lewis opened and closed the public hearing, as there were no public comments, at 6:39 PM.

Hancock motioned and **Loveland** seconded to recommend approval to City Council to rezone the lot at Hawthorne Road and Snowbird Avenue (approximately 4175 Hawthorne Road) from Residential Medium Density Single Family (RMS) to Residential Commercial Professional (RCP) per staff recommendations, and to have Chair Lewis sign the Findings of Fact. Those voting in favor were Hancock, Long, Loveland, Satterfield, and Chair Lewis. Motion passed.

AGENDA ITEM #5: CONTINUED PUBLIC HEARING – SUBDIVISION ORDINANCE

The Commission may wish to continue the public hearing on the proposed changes to the Subdivision Ordinance.

Dave Foster, Associate Planner with the City of Pocatello, stated the PZC met during a work session on May 3, 2016, to discuss the subdivision code. There were a few concerns with the short plat options, dealing with the issuing of building permits prior to development but after recording, and other concerns relating to bonding. Foster provided an outline of the current issues that the Commission was working on in a memo that was sent to the members. Some questions required the input of other departments, such as Public Works, Engineering, and Legal. A meeting was scheduled for Monday, May 16, 2106, with staff, termed as the “Subdivision Committee” to present the information from the May 3 meeting to them, get feedback and options from

them, and to create drafts with new language. The new drafts and information will then be presented to the PZC.

Loveland motioned and **Hancock** seconded to reopen the public hearing on the Subdivision Ordinance. Those voting in favor were Hancock, Long, Loveland, Satterfield, and Chair Lewis. Motion passed.

Chair Lewis opened the Public Hearing at 6:44 PM.

There was no public comment.

Loveland motioned and **Hancock** seconded to continue the public hearing on May 25, 2016. Those voting in favor were Hancock, Long, Loveland, Satterfield, and Chair Lewis. Motion passed.

With no other business, **Chair Lewis** adjourned the meeting at 6:50 PM.

Submitted by Aceline McCulla
Aceline McCulla, Secretary

Approved on May 25, 2016