

MINUTES
RIGBY PLANNING AND ZONING COMMISSION
September 9, 2004
7:00 PM

Members present: Chairman Craig Bates, Wayne Clark, Bill Millet, Karen Durst, Kelly McKamey, Stan Borowski, Ron Hedelius and Lawrence Blackburn, City Attorney Steve Clark, Planning and Zoning Secretary Linda Radford. Also present were Willard Price, and Mike Jaglowski of Keller & Associates. The meeting was called to order at 7:04 P.M.

The hearing for annexation at the request of Yellowstone Log Homes and the City of Rigby was opened at 7:05 P.M. Mike Jaglowski presented a larger version of the map already in the file showing the outline of the area to be annexed and there was discussion of where the actual and proposed city boundaries would be. The area would encompass the property owned by the Youngstrom's and Yellowstone Log Homes and the city water and sewer lines currently being installed. The area would be zoned as industrial.

There was discussion of the exact city boundary lines. The floor was opened for public comment but no one from the public was present. The hearing was closed at 7:18 and the commission discussed the proposal.

City Attorney Steve Clark discussed easements, water rights, water shut-offs, annexation agreements and rights-of-way. Kelly McKamey moved to approve the annexation as presented. Wayne Clark seconded, all voted aye and the motion passed.

The hearing for the plat amendment for Rigby Town Square, Division 1, was opened at 7:29. Willard Price of 697 East 4900 North, Idaho Falls, presented. The course of Rigby Lake Road has changed and the Pleasant Valley Lane will be part of a loop that goes from Stockham to Call Heir Road to Rigby Lake Road back to Stockham. Lots 1-9 on page two of the plat will be commercial as opposed to the residential area originally planned.

There was no one from the public to speak and the hearing was closed at 7:40. The commission discussed the amendment and Wayne Clark moved to accept the plat as presented. Stan Borowski seconded, all voted aye and the motion passed.

Craig Bates discussed the previous letter sent to Jefferson County Planning and Zoning concerning a subdivision being done by Jesse Byram called Sunbrook Estates. The letter rescinded the previous approval of the subdivision and asked that, if they were not going to attach to city services, they use a community well and a community septic system. The Jefferson Star had reported that Jefferson County had approved 76 lots in 42 acres.

It is the desire of the City of Rigby's Planning & Zoning commission that no future development be allowed in the city's impact area that does not conform to city standards (streets, lights, curbs, gutter and drainage), and that no individual wells and septic tanks be allowed. Mr. Bates will write a letter to the County asking to be put on November 4th's agenda.

After discussion about how building permits are processed, Wayne Clark moved to send a letter to city council recommending that building permits have a final closure process that includes proof of required inspections (such as plumbing, electrical, & HVAC) and Doug Nelson's inspection of setbacks, curbs, gutters and sidewalks prior to issuance of a Certificate of Occupancy. Kelly McKamey seconded, all voted aye and the motion passed.

The minutes were approved after a change of the meeting date and rewording of Karen Durst's statement concerning densities in the 4th paragraph on page two.

Wayne Clark moved to adjourn and Stan Borowski seconded. All voted aye and the motion carried. Meeting adjourned at 8:16 PM.