

**PLANNING & ZONING
COMMISSION MEETING**

April 14th, 2016

7:00 p.m.

Meeting Minutes

Call to order: Vice Chairman Belk

Roll call: P&Z Administrator Hathaway

Comm. Belk- **Present**

Comm. Bennett- Absent

Comm. Ellsworth- **Present**

Comm. Chairman Finlayson- **Present/phone**

Comm.- Moore- **Present**

Comm.- Treasure- Absent

Comm. Warner- Absent

Comm. Williams-**Present**

Vice Chairman: Vice Chairman Belk called the meeting to order at about 7:12 p.m.

Determination of Quorum- Following the roll call, Vice- Chairman Belk declared there was a quorum present and there were no “ex parte” or conflicts with the commission.

In addition to the commission members in attendance, City Councilman Skyler Walker and P & Z Administrator Hathaway attended the meeting.

Approval/amendment of the minutes from the March 10th, 2016 meeting.

Comm. Moore made a motion to approve the meeting minutes, as written, from the March 10th, 2016 Planning and Zoning Meeting. **Comm. Williams** seconded. Vote was unanimous.

Commissioners: Continued with the review and discussion of an impact zone map. The commission reviewed a proposed impact zone map from the last meeting and a counter proposal map from the county. The proposed areas on the county map represents a reduction in the area proposed by the city at the last meeting.

The commission members felt there was a compromise area on the north that includes a corridor paralleling Hwy. 20 and the North Yellowstone Hwy. A new proposed map area was noted on the county map with a compromise on the north, west, and south border of the impact. The commissioners were comfortable with the east boundary as proposed by the county.

Discussion continued related to reasons to include the proposed areas and the base criteria for consideration when implementing an impact zone map. Basically the criteria are 1) Trade area; 2) geographic factors; and 3) Areas that can reasonably be expected to be annexed to the city in the future. All three factors do not have to exist. Any combination of the criteria can be used when establishing a practical and comprehensive impact zone map.

Another guideline when considering the factors used to develop an impact zone map are longer term. The guidelines state that a minimum life span for an impact zone map to be used is either ten years, or to consider an update to the map when the comprehensive plan is updated. Generally, it is desirable to be able to use the impact zone map up to twenty years. So the impact zone map should be updated no sooner than ten years or more than twenty years, or updated when the comprehensive plan is updated.

The commission directed Adm. Hathaway to discuss the proposed changes with the county P & Z Adm. Foster, and see if the county could support it in its revised form. The revised map will be sent out to all commissioners in their May packets to review prior to the meeting. It was also felt that it would be good to invite the county P & Z Administrator to the May meeting of the City P & Z.

Other business/ Staff report:

Reviewed recent inquiries and noted permits and interest have been noticeably higher. Discussed the future challenges to the growth of the City of Rigby. A major challenge to future growth is water, sewer, etc.

Successful growth will happen in cities that are proactive in their infrastructure development. It is becoming more and more difficult to get subdivisions approved in the county primarily because of water and sewer issues. It was the general consensus that the city should identify and prioritize the areas that will become eligible for utility extensions, and have a plan to build so much infrastructure each year to be in a position when the time comes to meet the need. If infrastructure improvements are done prior to build out, the resistance by potential buyers would be diminished. It was noted in the meeting that there are several subdivisions that have been developed with homes on them, just out of city limits. That is a good illustration of how a development code in conjunction with the county, would be beneficial to both entities.

**The proposed date for the next meeting will be May 12th, 2016 at 7 p.m.
(5/12/16 meeting cancelled due to illness. Rescheduled to 6/9/16.)**

Having no further business, the meeting adjourned at approximately 8:21 p.m.



- Comm. Chairman or Vice-Chairman.



- Attest Kevin Hathaway- P&Z Administrator

Dated- 6-9-16