



**City of Rigby
Planning and Zoning Meeting
May 9, 2013
7:00 p.m.**

Chairman Orme called the meeting to order at 7:04 pm.

Those present were: Commissioner Bennett (arrived late), Commissioner Berrett, Chairman Orme, Commissioner Richardson (arrived late) and Commissioner Williams. Also present was: Melodie Halstead, Planning and Zoning Administrator and Robin Dunn, City Attorney. Absent were: Commissioner Brown, Commissioner Carpenter and Commissioner Warner.

Minutes – April 11, 2013 Meeting

The minutes could not be considered, since a quorum was not present at this time.

Jeff Patlovich – All Idaho Land Consulting 1:15 Disk 1 of 2.

Jeff Patlovich with All Idaho Land Consulting discussed the comprehensive plan and the inclusion of the airport into the area of impact. Mr. Patlovich felt that this was mainly a mapping issue that could be resolved during the negotiations of the area of impact discussions between the City Council and Jefferson County Commissioners. Mr. Patlovich presented a slideshow featuring the goals from the existing comprehensive plan. Mr. Patlovich stated that he is working up an economic study/section, which will be a new component in this comprehensive plan. State law also requires a segment that addresses the National Interest Electric Transmission Corridors, which has not been included in the current plan. However, we do not have any transmission corridors identified in this area.

Mr. Patlovich stated that this plan is not meant to rezone any property or to take any property and designate for public purposes. This is a long range plan of what the city will look like in the future. The map is a reflection of that. The mapping will be addressed at a later date.

The implementation chapter at the end of the plan addresses how the goals will be carried out and implemented. The implementation chapter will need quite a bit of work; the chapter doesn't discuss about what goals and policies the city wants to carry out or in what sequence the goals are to be completed in.

Mr. Patlovich asked about the Comprehensive Plan Committee and the Community Action Team that are mentioned in the current plan. Mr. Dunn explained that this was a committee that was established in the 1980s and the terminology has never been changed.

Chairman Orme opened the floor public comments.

Barry Lewis 560 W. 1st N. 18:15 Disk 1 of 2

Mr. Lewis' had a couple of comments concerning housing developments:

1. New R-2 zoned apartment developments adjacent to existing R-1 housing should have duplex buildings constructed along the perimeter of the area adjacent to the existing R-1 developments and not be taller than 1 story.

2. Multi-family building complexes should not be taller than 2 stories in height throughout the entire development.
3. 1 enclosed parking garage per unit plus 1 ½ spaces per unit for visitors or second vehicle parking spaces. All parking should be off-street parking spaces.
4. Apartments should have a green/grass area between buildings and the street. And it should at the same amount of area as the footprint as the building.
5. When R-2 zoning is adjacent to R-1 zoning, the R-2 zoning should have landscape/greenbelt path that separates the two types of zones.
6. Lawn maintenance provider should be hired by the developer/owner to maintain the property properly and in good condition.
7. Phone # should be posted on the exterior of the buildings so that any residents could call in any violation of safety code to the city official or the city should hire an inspector to routinely inspect the exterior of the buildings for potential hazardous every few months or so.

Mr. Lewis would love to see an attempt to draw more businesses into the City of Rigby and the surrounding area.

Commissioner Glen Bennett entered the meeting at 7:35 p.m.

John Anderson 385 N. State 30:00 Disk 1 of 2

Mr. Anderson is representing the City of Rigby Airport Board. Mr. Anderson is pleased to see that the city is beginning the process of revising the comprehensive plan to include the airport. Mr. Anderson's main concern is land encroachment from development on the south of the airport. Mr. Anderson discussed the need to include the airport in the comprehensive plan before the county will move forward with an aviation ordinance. The property owner on the south has been willing to work with the airport.

Commissioner Berrett asked Mr. Anderson who owns the airport hangers: Mr. Anderson replied that the buildings are owned by the individuals and they lease the land from the airport board.

Commissioner Berrett asked Mr. Anderson about the runway lights. Mr. Anderson replied that they are activated by the pilots.

Commissioner Berrett asked Mr. Anderson if the airport has fuel available for purchase. Mr. Anderson replied that at this time the airport does not have any fuel available for purchase to the pilots but they are working on trying to rectify that situation. Mr. Anderson stated that they now have a pilots lounge available also.

Commissioner Jason Richardson entered the meeting at 7:55 p.m.

Jeff Patlovich explained the annexation process which requires property to be contiguous with the exception of city-owned property such as wastewater facilities, wells, airports and other publicly owned facilities. Mr. Patlovich also mentioned that one area of concern for airports is the encroachment of houses up against airports and the runaway approaches. Mr. Patlovich stated the approach surfaces extend approximately 5,000 feet on each end of the runway, just short of a mile, which is the maximum. The City can adopt an ordinance which will regulate the types of structures and heights of landscaping that could be located

within that area, but the county would also have to adopt their own ordinance since they would be the enforcers within the area of impact.

John Anderson 52:35 Disk 1 of 2

Mr. Anderson stated that the annexation statute is located in Idaho Statute Title 50. Mr. Anderson stated that the airport board was not interested in annexing the airport into city limits. Mr. Anderson stated that the taxes would triple and the benefits would be negligent, although he did not have the exact numbers off the top of his head. Mr. Anderson stated the base fees have increased \$3,500 this past year. Mr. Anderson stated that the airport is mostly self-sufficient.

Commissioner Richardson asked what the airport board wanted? Mr. Anderson responded that the airport board wanted protection from encroachments of buildings and landscaping that would interfere with the airports runway on the south end of the airport.

Commissioner Bennett asked what the usage of the airport was? Mr. Anderson stated the usage is about the same. However this is a luxury sport and everyone has felt the pinch with the current economy.

Commissioner Bennett asked who owned the land to the south of the airport? Mr. Anderson answered Jim Bernard.

Commissioner Bennett asked if Mr. Anderson knew of Mr. Bernard's plans for the property. Mr. Anderson answered that Mr. Bernard had indicated that he may be interested in developing the land into some light industrial usages.

00:02 Disk 2 of 2

Mr. Patlovich suggested that the census data and additional plans, such as the Airport Master Plan, be attached at the end of the plan as an appendix instead of being included in the body of the text. That way the appendix can be updated without a major revision to the entire document. Mr. Patlovich reminded the commissioners that this is a legislative item and the commissioners are able to discuss this plan amongst the community; the commissioners are not held to the same standards as a land use application which addresses an individual property.

Commissioner Berrett discussed the concept of developing a unique character with unique specialty shops for our downtown similar to Durango Colorado, Leavenworth Washington, Sun Valley, Driggs, McCall, Jackson. Mr. Dunn suggested something with a television set. Mr. Patlovich stated that was the communities' vision that was listed in the comprehensive plan and these dreams did not occur over night.

Commissioner Bennett asked for additional clarification concerning the map. Mr. Patlovich stated that the area in grey is the Area of Impact, but all mapping concerns will be addressed after the plan has been adopted. Commissioner Bennett asked what the property is currently zoned. Mr. Dunn responded that the area within the Impact is zoned by the county. Commissioner Bennett asked if the Commission will be looking to plan what the city will look like in this area. Mr. Patlovich answered yes. Commissioner Bennett asked again what the property is zoned. Mr. Patlovich responded to the zoning is not the important here, the important factor in the intended land use. The goal in the area of impact is for the County Commissioners to adopt the City's comprehensive plan and

administer the city's comp plan. We do not want to get bogged down by the current zoning as we look to the future land uses. The Commission can plan for any area that we want to.

The Commissioners asked what the next steps of the process are. Maybe invite the chambers to the next meeting or have a commissioner attend one of the chambers meetings? A couple of the Commissioners talked about having a booth at the various community events this summer to gather additional public input concerning the plan. Mr. Patlovich suggested that the Commission may want to wait until the document is in the rough draft form prior to setting up booths at public events to allow the Commission some time to become more familiar with the document and any possible changes.

Mr. Patlovich suggested that the Commission review and discuss the first three chapters at their June 13. The Commission agreed. The Planning and Zoning Commission will continue to work on two-three chapters each meeting until the entire document is completed.

Minutes – April 11, 2013 Meeting 39:06 Disk 2 of 2

Now that a quorum is present the April 11, 2013 meeting minutes may be considered. Commissioner Richardson moved to approve the April 11, 2013 minutes as written. Commissioner Williams seconded the motion. Motion passed unanimously.

Administrator's Report 40:06 Disk 2 of 2

Mrs. Halstead stated that the next regularly scheduled meeting will be on June 13, 2013. At this time the meeting does not have any land use application, so the commissioners will be able to focus the entire meeting on the comprehensive plan.

Public Comment

Natalie Zigler (1750 S. Kingpin Dr. Ammon) 41:57 Disk 2 of 2

Mrs. Zigler asked the Planning and Zoning Commissioners what types of businesses that the Commission would like to see in Rigby. Mrs. Zigler is considering purchasing some property in Rigby for the purpose of starting a business and would like the Commissioners thoughts on the possible types of businesses in an R-1 zoning. Chairman Orme explained that an R-1 zone is intended to provide a residential environment but may allow some limited home occupations. Mrs. Zigler asked if you had to reside in the house in order to operate a home occupation. Chairman Orme responded that the property owner did have to reside within the home and only a small percentage of the overall square footage could be used for the home occupation.

Melodie Halstead asked if the Commissioners wanted to consider modifying the comprehensive plan expanding the downtown commercial area or include a buffer zone of multi-family adjacent to the commercial zones. Commissioner Berrett asked how long a rezone application process took. Mrs. Halstead replied that a rezone application has 2 public hearings; one before the planning and zoning and one before the city council and the entire process takes approximately 4-5 months. A rezone must comply with a comprehensive plan. Commissioner Richardson asked which sections in the code book address this requirement. Mrs. Halstead replied the Rigby Code 10-3-2 I "a statement of how the proposed amendment relates to the

comprehensive plan." If the application is not in compliance with the current comprehensive plan, then the application most likely would not be approved.

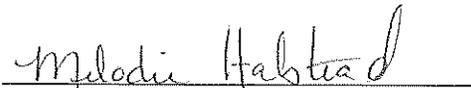
The Planning and Zoning Commissioners had a brief discussion about a text amendment to the R-1 requirements and the universal ramifications of the amendments.

After a brief discussion, the Commission recommended that Mrs. Zigler work with Melodie Halstead, Planning and Zoning Administrator, on any future possible businesses and locations.

Meeting Adjournment

Commissioner Williams moved to adjourn the meeting. Commissioner Bennett seconded the motion. Motion passed unanimously. Meeting adjourned at 9:20 pm.

Submitted by:



Melodie Halstead, AICP
P & Z Administrator

7-11-13
Date

Approved by:



Val Orme, Chairman,
Planning & Zoning Commission.

7-11-2013
Date