

APPROVED

CITY OF GRACE
PLANNING & ZONING COMMISSION
REGULAR MEETING HELD
FEBRUARY 9, 2023, AT 7:03 P. M.

PRESENT: Vice Chairman: Kyle Bingham

Commission Members: Scott Rasmussen, Ralph Spackman, Mark Crabb, David Pristupa via telephone.

Zoning Clerk: Loy Raye Phillips

Vice Chairman Bingham called the regular meeting of the Planning & Zoning Commission held on February 9, 2023, to order at 7:03 p.m.

Invocation: Commission Member Crabb

Pledge of Allegiance: Clerk Phillips

Vice Chairman Bingham asked the Commission if there were any amendments to the agenda? There were none.

Vice Chairman Bingham asked the Commission Members if there were any changes or correction to the minutes of the January 12, 2023, meeting? The Commission Members had no changes or corrections.

Motion to approve the minutes of the January 12, 2023, regular meeting was made by Commission Member Rasmussen. Motion was seconded by Commission Member Crabb. Motion passed unanimously.

Report from City Council: Vice Chairman Bingham reported on the January 18, 2023, meeting with the City Council. The City Council recommend changes to the Setting Permit Guidelines. Planning & Zoning are to make the following changes: swing sets not requiring a survey, portable dog kennels do not need a setting permit but will be required to comply with setbacks, changing the inspection fee on modular and manufactured homes from \$100 to \$200, remove Setting Permit required for playground equipment valuing over \$500, and changing the 120 square feet to 250 square feet on playground equipment.

Commission Member Rasmussen reported on the February 1, 2023, City Council meeting. Commission Member Rasmussen stated that the city had discussed the challenge of snow removal. The City Council had some questions of water being shut off inside a home and there was a problem of water freezing from the meter to the house. The homeowner had not notified the city the water needed to be shut off. Commission Member Rasmussen stated there is information that goes along with what the city has to offer a homeowner. If the homeowner is going to go away for the winter the city can shut off the water from the meter to the home for the window of time the homeowner will be away. The homeowner needs to notify the city and the city can shut the meter off. There can be an adjustment on the utilities bill for the water and garbage until the service is turned back on. Discussion was had on the Vector Pump truck of where to go to have the repairs done. Discussion was had on having it done local or

taking the truck to Boise. Discussion was had on purchasing a new pump truck. Discussion was had that the pump truck is a necessity to help with the sewer lines. If there is a problem in the sewer line someone will have to be called to help with the problem.

Comprehensive Plan/Survey:

Ms. Morton is unable to attend due to COVID. Vice Chairman called Commission Member Pristupa on the phone to be involved with the new information.

Opinion Poll:

Vice Chairman Bingham stated that the animal ordinance has been removed as it has been updated in 2021, it should not need to be revisited. Discussion was had on adding questions regarding educational opportunities with Idaho State University (ISU). Commission Member Pristupa stated that there would be another meeting on February 27, 2023. Discussion was had that hopefully ISU would be bring classes to the valley for education purposes. Commission Member Pristupa stated that ISU will work on some apprentice programs for different occupations within the communities of Grace, and Soda Springs.

Vice Chairman Bingham stated there was an update on the school facilities, adding the new bond and supplemental levies.

Plan Updates:

Infill has been defined as “the process of developing vacant or under-utilized parcels within existing urban areas that are already largely developed”. Discussion was had on the City of Grace prioritizing infill housing development to address underutilized or vacant parcels within developed areas of town. Discussion was had that there are vacant lots within the city, and some will not be developed.

Discussion was had on the need for updated playground equipment. This can be done more specifically after the public meeting. The public meeting will be the one held to involve the citizens of the community. Vice Chairman Bingham asked if there was anything else that needed to be added to the City of Grace’s vision working draft? There was no comment.

Ordinance Update:

Discussion was had that the Ordinance on R-2 (multi-family) Residential Zone should be looked at to include apartment housing and possibly townhouses. Question was asked where were apartment and townhouses allowed now? Question was asked if apartment and townhouses were anywhere in the zoning ordinances? Discussion was had that apartments are listed under 3-1-4 Regulation for the R-2 (Multi-Family Residential) Zone. (A) Uses allowed and (B) Conditional Use Permits. Discussion was had that two areas of the city are in an R-1 (residential) Zone and should be zoned agricultural.

Vice Chairman Bingham read item 2 on Ordinance Update: Identify a downtown zone or district:

(a). Define infill development opportunities in this specific area. Discussion was had this question had come up in the last meeting. Is there an area in Grace that you would like to see improvement, asking the community how they feel about this? Another question to ask at the meeting would you like to add apartment housing and town housing in the City of Grace? Discussion was had on townhouses bringing in developers. Discussion was had that some of the townhouses can be rented, and others may be owned. Discussion was had on renting one or two bedroom apartments. There are some apartments within the city. Discussion was had on what are the housing issues in the City of Grace, there is very little housing for rent. Commission Member Spackman stated affordable housing is applied for from a government grant, which would compensate with the lower rent. Discussion was had on building rentals

and not taking care of the property. Commission Member Rasmussen stated that there are two low income rental units in Soda Springs, one in Grace and some in the Preston area. Commission Member Spackman stated he visited with a low income property owner in Soda Springs, who was not very forthcoming with information on his rentals. Vice Chairman Bingham stated that those who rent have problems with renters who bring their pets into the rental causing problems inside the home and the yard.

Commission Member Rasmussen asked if the opinion poll needed to add the apartments to the R-2 Multi-Family Residential Zone. Discussion was had on how to regulate the apartments. Some cities have areas that only apartments can be constructed in, apartments cannot be built just anywhere.

Commission Member Rasmussen asked if this is something that needs to be looked at later?

Commission Member Crabb asked if it would be for the residents of Grace, or would it be for outside renters, would the apartments be rented year round or empty during the fall and winter months. Commission Member Pristupa stated that there are single family rentals on center street that are used for migrant workers, that shop here and are involved in the community. Commission Member Spackman stated that having a place to rent would attract young married couples to move into the City of Grace. Commission Member Pristupa stated that Bayer, Degerstrom, and other companies in the area are hiring, some of those workers may not want to live in Soda Springs desiring a smaller community to live, the City of Grace would be an ideal place to live if there were facilities. Commission Member Rasmussen stated that the Black Canyon Motel fills up when there is a shutdown, it is a place the workers rent during shutdowns because it is quieter and clean. Decision was made to add this question to the opinion poll for the community.

Vice Chairman Bingham asked about the accessory use language on item 3. (a). Would the City prefer maintaining vague language, or would you like to compare other accessory uses code in the area? Commission Member Spackman asked if vague or specific language would be better? Commission Member Bingham asked what is an accessory type of business? Commission Member Pristupa stated a slaughterhouse in the city would be an accessory type of business. Discussion was had on areas that do not include the use of Consolidated Feed Operations (CAFCO). Commission Member Bingham asked the question what makes it an accessory type of business compared to any other business? Commission Member Pristupa stated an accessory business would not be a retail business but an accessory to the retail type business, the community does not have a United States Department of Agriculture Slaughter (USDA) facility locally. Discussion was had on where you take your deer, elk, or beef to be processed. The business's that do this are one day only and there is not time to cure or freeze the meat. A USDA Slaughterhouse would allow the meat to cure, cut, wrap, and freeze for the customer. Vice Chairman Bingham asked to have Ms. Morton to clarify the accessory business language for the Planning & Zoning Commission.

Vice Chairman Bingham read statement 4: Would it be helpful to the City to define development and developer in zoning and building ordinances? Commission Member Pristupa stated that the City Council had updated the subdivision ordinance which would include the development and developer. Discussion was had that several discussions had been had on getting a building inspector for the City of Grace to take care of proper building. Discussion was had that the question had been asked if the county building inspector could be used and the City of Soda Springs has an employee doing training at this time to inspect buildings for the City of Soda Springs. Vice Chairman Bingham stated at one city council meeting the council were inquiring on what type of contract could be made with the county.

Vice Chairman Bingham asked the Planning & Zoning Commission Members if a date could be set for the public meeting on the Comprehensive Plan. Commission Member Rasmussen stated that February 16, 2023, is only a week away and would like to see the meeting moved to a later date. Commission Member Pristupa suggested moving the meeting from February to March due to the activities at school which would take citizens out of town. Commission Member Rasmussen stated that the meeting should be set later, due to the cold weather, snow, and the school activities. Vice Chairman Bingham suggested that the meeting be held in early April when the weather is warmer. Commission Member Pristupa stated that once Ms. Morton gets the opinion poll back with the changes it could be posted on the city website for the citizens to review. Commission Member Pristupa stated that the Planning & Zoning Commission can pick a date and submit it to Ms. Morton to check her calendar. Discussion was had on scheduling the meeting any time from April 3, 2023, to April 14, 2023.

Clerk Phillips stated that Ms. Morton asked if the Legion Hall was available for the meeting. Commission Member Pristupa stated that as soon as a date is chosen the Planning & Zoning Commission needs to schedule with the Legion Hall to make sure it will be available.

Vice Chairman Bingham stated that as soon as information is received for the opinion poll a flyer can be done and it can be put on the city's web site.

Commission Member Pristupa congratulated Commission Member Bingham on retiring from the reserves with 20 years' service to our country.

Vice Chairman Bingham discussed the changes on the Setting Permit Guidelines. Changes were to remove the portable dog kennels, and changes to other portable items of yard equipment as far as swing sets, dog kennels and trampolines. The city asked that the guidelines of 120 square feet be changed to 250 square feet for playground equipment, which will help families with their yard and keep the commercial swing sets out of the yards. Vice Chairman Bingham stated that a change had been made that swing sets would not need a survey, but a survey is required for sheds and fences. Vice Chairman Bingham stated that the older sections of town would require a survey because all the newer builds have been surveyed before building on the lot.

Vice Chairman Bingham stated that line 15 on the setting permit guidelines Portable Dog Kennels will be required to meet the setback regulations, a setting permit will not be required.

Vice Chairman Bingham discussed the inspection fees for modular and manufactured homes being changed from \$100 to \$200 as two inspections are required. The Setting permit for playground over \$500 was removed, which is why the square footage went to 250 square feet.

Vice Chairman Bingham asked if the Planning & Zoning had any questions on the changes to the setting permit guidelines, asking the Planning & Zoning Commission if they approved the changes?

Vice Chairman Bingham stated that the assignments for City Council meetings would be:
Commission Member Rasmussen February 15, 2023.
Commission Member Bingham March 1, 2023 & March 15, 2023.

Vice Chairman Bingham reminded the Planning & Zoning Commission that the next meeting would be on March 9, 2023, at 7:00 p.m.

Vice Chairman Bingham asked the Planning & Zoning Commission if there was any other business?
There was none.

Motion was made by Commission Member Rasmussen to adjourn. Motion was seconded by Commission Member Spackman. Motion passed unanimously.

Adjourned: 7:55 p.m.

ZONING CLERK

APPROVED: _____
CHAIRMAN/VICE CHAIRMAN

DATE: _____