

APPROVED

CITY OF GRACE
PLANNING & ZONING COMMISSION
REGULAR MEETING HELD ON
OCTOBER 14, 2021

PRESENT: Vice Chairman Kim Welch
Commission Members: Scott Rasmussen, David Pristupa (by phone).
Zoning Clerk: Loy Raye Phillips

Vice Chairman Welch called the regular meeting of the Planning & Zoning Commission held on October 14, 2021, to order at 7:22 p.m.

Invocation: Vice Chairman Welch

Pledge of Allegiance: Clerk Phillips

Vice Chairman Welch asked if there were any amendments to the agenda. There were none.

Vice Chairman Welch asked if everyone had read the minutes of the regular meeting held on September 9, 2021, and if there were any changes.

Commission Member Rasmussen made a motion to approve the minutes of the September 9, 2021, regular meeting of the Planning & Zoning Commission. Motion was seconded by Commission Member Pristupa. Motion passed unanimously.

Report from City Council: There was no report from the city council.

Vice Chairman Welch stated that the Planning & Zoning Commission had discussed about the sewer systems, nitrate septic systems and the wells which will be discussed more at a later meeting.

Vice Chairman Welch stated that tonight's discussion would be on Substantial Complete. Discussion was had that most of the cities follow what is found on the internet. Discussion was had on what would be something the city could set up for the community to be substantial complete. Discussion was had on when is a house considered truly complete meaning livable. Discussion was had on having some enforcement procedure.

Discussion was had on what Mr. Poulson, Caribou County Building Inspector considered substantial complete. Mr. Poulson stated that a certificate of occupancy is required, so the house is livable, roof, siding, safety features, and yard. Mr. Poulson inspects the house inside and outside. Mr. Poulson stated that life safety is considered important, meaning handrails, and safety concerns. There is a temporary occupancy permit issued on some homes which gives two weeks to finish the work needed to finish, the items for safety.

Discussion was had that Montpelier uses a fee that has been on the books for thirteen years. A fee of \$67.00 a square foot is charged for the main floor. A three thousand square foot home with 2 bedrooms and a 2 car garage would cost \$1,200.00 to \$1,400.00 for a permit to be issued to build.

Discussion was had on raising the fee for the setting permits. Discussion was had on why the city could not utilize the Caribou County Building Inspector within the city limits. Discussion was had that the city of Grace uses a setting permit not a building permit.

Discussion was had that when a house is built in the City of Grace it would be beneficial to use the Caribou County Building Inspector, so that homes are being built to code. Discussion was had on the snow load not being correct for the area, the plumbing being correct, there are so many things without an inspection that could be wrong with the structure.

Discussion was had that the City Council has always rejected hiring a building inspector. Discussion was had on hiring someone in the city to be a building inspector. Discussion was had that the cost has been a problem. Is there not a retired contractor in the city that could be hired part time or by the hour to inspect the buildings?

Discussion was had to look up the cost of having a building inspector trained to inspect homes. Discussion was had to contact the Caribou County Building Inspector and see what it would require training an inspector and the cost involved.

Discussion was had on modular homes and mobile homes being required to have an inspection by the Caribou County Building Inspector. These homes are inspected at the factory before being sent out to be put on a foundation. The law requires these homes to be inspected. Question was asked what is the difference between that and building a house? Nothing except in the City of Grace there is not a building code.

Discussion was had on a home at 103 E. 1st N. that the siding is not on the home and the wrap is coming off the front and the back. This has been going on for quite some time and is not substantial complete. To be substantial complete the siding should have been on the home.

Discussion was had on putting a time limit on the permit requiring the roof, siding, windows, and doors to be completed on the first permit and done in a timely manner. If they need another permit to finish other items, i.e., fences, yards, then a new permit should be required but the outside should be done.

Discussion was had on specifying a one year permit to complete the house. Then if not finished another permit is required. Discussion was had on raising the cost of the permit, so it is more money. Discussion had on the permit being this much and if not done in the year the fee for the next permit could be double what the first permit cost.

Information:

Commission Member Pristupa informed the Planning & Zoning Commission as to the changes coming from the county on the septic systems. The county has redone the ordinance on nitrate septic systems. Nitrate septic systems will no longer be required. The 2.5 acre lots in the Highline View subdivision will be required to put in the nitrate septic systems but the county ordinance will be changed by December 13, 2021.

The City of Grace Planning & Zoning Commission and the Caribou County Planning & Zoning Commission have a joint meeting on November 4, 2021, in Soda Springs. All Planning & Zoning Commission members need to attend this meeting.

The Planning & Zoning Commission asked Zoning Clerk Phillips to invite City Attorney Wood to the November 11, 2021, meeting and to notify City Attorney Wood that the Commission is working on a Substantial Complete Ordinance and would like help coming up with something that has some teeth to enforce and to do it properly, and to visit with Caribou County Building Inspector Poulson to see how much it would cost to train or hire someone to enforce the Substantial Complete ordinance.

Motion to table the substantial complete until November 11, 2021, regular meeting was made by Commission Member Pristupa. Commission Member Rasmussen seconded motion. Motion passed unanimously.

The Planning & Zoning commission will meet in a regular meeting on November 11, 2021, to complete the substantial complete requirements.

Motion to adjourn the Planning & Zoning Commission meeting was made by Commission Member Rasmussen. Commission Member Pristupa seconded the motion. Motion passed unanimously.

Meeting adjourned at 7:44 p.m.

ZONING CLERK

APPROVED: _____
CHAIRMAN/VICE CHAIRMAN

DATE: _____