

CITY OF GRACE  
PLANNING & ZONING COMMISSION  
REGULAR MEETING HELD ON  
MAY 12, 2022, AT 7:00 P.M.

PRESENT: Chairman Dave Pristupa  
Commission Members: Mark Crabb, Scott Rasmussen, Kyle Bingham  
Zoning Clerk: Loy Raye Phillips

Chairman Pristupa called the regular meeting of the Planning & Zoning Commission held on May 12, 2022, to order at 7:00 p.m., excusing Commission Member Welch.

Invocation: Chairman Pristupa  
Pledge of Allegiance: Clerk Phillips

Chairman Pristupa asked if there were any amendments to the agenda?  
Motion made by Chairman Pristupa to add information received from Southeast Idaho Council of Governments, Inc. (SICOG) to the agenda to discuss information on the Comprehensive Plan. Chairman Pristupa met with Emma Morton who will help revise the Comprehensive Plan. Information is needed for Ms. Morton of SICOG to help with the update. The Planning & Zoning Commission had started working just before COVID hit and SICOG employees were unable to leave the office. Motion was seconded by Commission Member Bingham. Motion passed unanimously.

Chairman Pristupa asked if the Commission Members had read the minutes of the March 10, 2022, conditional use hearing and the regular meeting and if there were any changes.

Motion to approve the minutes of the March 10, 2022, conditional use hearing and the regular meeting of the Planning & Zoning was made by Commission Member Rasmussen. Motion was seconded by Commission Member Bingham. Motion passed unanimously.

Chairman Pristupa asked Commission Member Crabb if there was any business for the Planning & Zoning Commission from the City Council meeting? Commission Member Crabb stated there was nothing given for the Planning & Zoning Commission.

Chairman Pristupa opened discussion on setting permit guidelines for items over \$500.00 and portable dog kennels. Commission Member Rasmussen asked if the dog kennels were carriers? They are a 6' X 12' chain link, they are not as strong as the regular built kennels. These kennels can be moved around the yard, so the grass does not die. Citizens are able to move the kennel anywhere in the yard. Discussion was had on having a permanent dog kennel set on cement which is easier to keep clean. There was a discussion on using a setting permit for a dog kennel. Question was asked on having any complaints on the portable kennels.

Discussion was had on City Ordinance 3-1-7 A (agriculture) Zone city where large animals are kept. The animals must be kept clean and at least fifty (50') from the property boundary to avoid nuisance odor. Section (B) small animals does not require keeping the small animals clean. Ordinance 8-4-1 Dogs does not have any restrictions on portable kennels. Commission Member Rasmussen stated that he was under the impression a doghouse or kennel was to be somewhere in the back of the

lot. Having the kennel in the back made it less likely the dog would bark, and the odor would be less noticeable. Discussion was had on a portable dog run having a permit for the run and be able to move the kennel in the yard. There was a discussion on the frequency of how often the kennel is moved to avoid problems with the lawn. Comment was made that there is no regulations to have to a lawn, although some subdivisions have covenants that state the property be landscaped. The Setting Permit Guidelines item 15 states: PORTABLE DOG KENNEL GUIDELINE: Portable dog runs require a Setting Permit and must comply with the proper setbacks as required by City Ordinance. Mayor Barthlome requested Planning & Zoning to change or make an ordinance on portable dog runs and items over \$500.00.

Chairman Pristupa asked the Planning & Zoning commission to look at the city ordinances on kennels and the permit requirements and bring the findings to the next meeting for discussion.

Chairman Pristupa opened a discussion on setting permits required for playground equipment costing over \$500.00. Discussion was had that the new wood playground sets cost over \$2,500.00.

There was a discussion on what needs to be done on playground equipment installed on private property and if there needs to be an update, or an ordinance on the equipment. Discussion was had on the expensive swing sets that the neighbors are going to see. A small swing set being set on the property compared to a larger set was discussed. Something that should be in a city park is a different situation.

Discussion was had on drawing a line on what would work for the community. The Planning & Zoning Commission needs to research playground equipment in a residential area on the value, size, and height, and on setting a permeameter for setting playground equipment on a citizen's property to be safe.

Chairman Pristupa asked the Planning & Zoning Commission to research and come up with ideas for recommendations to the city. The City Council makes the final decision.

Chairman Pristupa explained to the Planning & Zoning Commission what a comprehensive plan is and why it is important for the community.

The Comprehensive Plan is a guide for the city of what the citizens think the city should be doing. The comprehensive plan has nothing to do with anything that is law, except the city is required by law to have a comprehensive plan. In the comprehensive plan revision, the things that were requested was to build a walking path around the city, a bicycle lane, ice skating rink, splash pad, indoor arena, community center, and affordable housing. These items were suggested in a community meeting in 2016.

Chairman Pristupa stated that Ms. Morton would set up a hearing so that people could participate with comments and ideas. Ms. Morton of SICOG would go through and check population changes, population density, school environment.

Chairman Pristupa asked the Planning & Zoning Commission to read through the plan and make notes of changes that should be made. Ms. Morton wanted to know what elements would be reviewed. If a whole new comprehensive plan was done from cover to cover it would cost approximately \$9,000.00. To do the element section by section the minimum is \$5,000.00 and there was a budget to do an update each year but because of COVID this has not been done.

The first comprehensive plan was done in 2008, and an update was done in 2013 and again in 2017.

Discussion was had on an example of a map that Ms. Lorenz used to show what members of the community might suggest for the comprehensive plan. Commission Member Bingham asked if there would be surveys as to what the citizens would suggest for an update. When SICOG did the update in 2016, Ms. Lorenz put out a flyer for a meet and greet being held at the Legion Hall. Large maps were used for the citizens to write their suggestions on. Ms. Lorenz compiled the information from the meeting and the updates were made on two elements, Element: 4 Economic Development and Element: 5 Land Use.

Discussion had on looking at the suggestions on the map that Ms. Lorenz had provided with the suggestions placed to view. Items like walking path, fishing pond, splash pad, tennis court, visitor center, recreation center, indoor arena, duplexes, and affordable housing. Mr. Sims has bought property to build a place for use of the community to meet.

The City Council should be reminded that the Comprehensive Plan is a guideline to follow and to review it regularly for items that the citizens suggested.

There was a discussion on developing a check sheet to see if the Comprehensive Plan is being used by the city and have there been improvements or are there changes that could be implemented to improve the plan.

The Planning & Zoning Commission is going to review the Comprehensive Plan now and the Element Sections that need to be reviewed are the following: 1, 2 ,3, 4, 5, 10, 11, 12, 14. Discussion was had on updating the Element 5 because there is only one elementary school. The A (Agriculture) Zone now has A1, A2, and A3.

Other elements that were discussed were Element 2 Population adding more acreage to the city due to a new subdivision being added, Element 3 School Facilities, Element 5 Land Use, Element 7 Public Services, Element 12 Community Design and the annexation of the Phase II Burton Canyon subdivision and the changes made with the county with annexing impact area into the city if property borders the city.

Chairman Pristupa stated that the zoning clerk would email Ms. Morton the Comprehensive Plan and a list of items that need to be reviewed, so there can be an estimate of the cost involved.

Chairman Pristupa asked the Commission Members to review those sections and make notifications in the book handed out, so when Ms. Morton comes a discussion can be held on what changes need to be made and what the cost would be. Discussion was had on adding fiber optics to the Comprehensive Plan. Chairman Pristupa asked the Commission to put information down that is going on in the impact area. Discussion was had on the addition of new homes in the impact area since the comprehensive plan was implemented.

The Planning & Zoning Commission assignments to the City Council meetings were discussed. Commission Member Crabb has May 18, 2022. Chairman Pristupa has June 1 and June 15, 2022.

Commission Member Crabb asked if there were still meetings on the schedule that need to be filled?

Chairman Pristupa stated there were some that could be updated. Discussion was had on changing the calendar for the month of August. Commission Member Crabb stated that he could do the City Council meetings for the month of August for Commission Member Bingham. An updated schedule will be forwarded to the Planning & Zoning Commission Members.

Chairman Pristupa asked for a motion to close the Planning & Zoning regular meeting. Motion was made by Commission Member Bingham. Motion was seconded by Commission Member Rasmussen. Motion passed unanimously.

Meeting adjourned at 7:48 p.m.

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ZONING CLERK

APPROVED: \_\_\_\_\_  
CHAIRMAN/VICE-CHAIRMAN

DATE: \_\_\_\_\_