

**APPROVED**

CITY OF GRACE  
PLANNING & ZONING COMMISSION  
REGULAR MEETING HELD ON  
JUNE 9, 2022, AT 7:00 P.M.

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

Chairman Pristupa called the regular meeting of the Planning & Zoning Commission held on June 9, 2022, to order at 7:01 p.m.

Invocation: Chairman Pristupa

Pledge of Allegiance: Clerk Phillips

Chairman Pristupa asked the Planning & Zoning Commission if there were any amendments to the agenda. There were none.

Chairman Pristupa asked if the Planning & Zoning Commission had read the previous minutes of the May 12, 2022, regular meeting and if there were any changes. The Commission had none.

Motion was made by Commission Member Bingham to accept the minutes of the May 12, 2022, regular meeting of the Planning & Zoning Commission. Motion was seconded by Commission Member Rasmussen. Motion passed unanimously.

Chairman Pristupa asked Commission Member Crabb if there was anything from the City Council meeting held on May 18, 2022. Commission Member Crabb stated that there was discussion on the Comprehensive plan.

Chairman Pristupa stated that at the June 1, 2022, city council there was nothing for the Planning & Zoning Commission. Chairman Pristupa stated that he informed the city council that the Planning & Zoning Commission was working on the Comprehensive Plan. Chairman Pristupa informed the city council that a discussion was had with Ms. Morton of the Southeastern Idaho Council of Governments (SICOG) and that a contract would be sent for the Planning & Zoning Commission to review for the services SICOG will provide. Chairman Pristupa stated that Ms. Morton was tentatively scheduled for the meeting tonight and there had been a change in the schedule. Ms. Morton will be rescheduled later.

Chairman Pristupa informed the Planning & Zoning Commission that the city council is reviewing the Dog Ordinance. City Attorney Wood discussed the State Code on animal issues. A copy of the City of Montpelier code was given to the council.

The city council is still working on the Subdivision Ordinance.

Chairman Pristupa stated that unless something comes for the Planning & Zoning Commission meeting to be held on August 11, 2022, the meeting will be canceled due to a lot of things going on for the month.

Chairman Pristupa opened the discussion on Setting Permit Guidelines for items over \$500.00. Question was asked if the value needed to be raised? Swing sets cost more than \$500.00.

Discussion was had on how big a portable kennel the size of 10' X 10' would cost when purchasing. Discussion was had on portable dog kennels needing to be added to the ordinance using the same guidelines as the setbacks on the side yard, back yard, front yard settings. Needing to be keep away from the neighbors. There is nothing in the ordinance to cover the use of portable kennels.

Discussion was had on having a fee for putting in a dog kennel. Discussion was had on the size of kennel being needed depending on the size of the dogs. A kennel can be three feet, five or six feet, in height.

Commission Member Bingham stated that in researching kennels information from Payette City's Ordinance stating there is to be no odor, flies, or noise. Keeping the kennel clean.

The City of Grace has an ordinance for barking dogs, and dogs need to be controlled and contained on the citizens property.

Discussion was had on portable kennel guidelines listed on the setting permit guidelines: item 15: Portable Dog Kennel Guidelines: Portable dog runs require a Setting Permit and must comply with the proper setbacks as required by City Ordinance.

Discussion was had that the citizens do not know what is required. Discussion was had on citizens being able to find information on the city web site. Discussion was had on how to inform the citizens of the ordinances for the City of Grace, because generally the citizens do not know. Discussion was had on how to get the information out to the community, putting the information on Facebook and Instagram. Discussion was had on having information available for citizens wanting to build in the City of Grace or even in Caribou County.

Items over \$500.00 was discussed. Commission Member Crabb stated that most swing sets are a lot of money to purchase. Discussion was had on the swing sets being too close to the citizens property line and someone getting hurt could cause a problem between neighbors.

Commission Member Bingham stated that in looking at swing sets, there was no information on any city that had an ordinance on swings. Commission Member Crabb asked if there was any information on a permit.

Commission Member Bingham stated that the information said no permit shall be required. One story detached structure not to exceed two hundred square feet. Discussion was had that it would be the same size as a 10' X 20' shed, playhouse, and other playground equipment. No matter the cost.

Discussion was had on following the 5' setback from the property line according to the city ordinance. Discussion was had on most swing sets being movable.

Commission Member Crabb asked does the value need to be set at that price. Commission Member Bingham stated that it would be necessary to increase the value of the swings. Commission Member Welch asked how does this help the commission by increasing the cost? Commission Member Bingham stated that it would alleviate the need for a permit.

Discussion was had on how the ordinances were adopted. Chairman Pristupa stated that in the early 1980 that City Attorney Clyde Nelson, covered Bancroft, Grace, and Soda Springs cities. Attorney Nelson did the city ordinances for all the cities. All the ordinances were very similar.

Discussion was had on Item 14: Substantial Complete Guidelines to be used are as follows. Resolution # 171 05-01-2013 and Substantial Complete Ordinance No. 2022-1. Discussion was had on the \$500.00 cost. Discussion was had on dropping the dollar amount and go with the square footage if the setbacks are followed.

Discussion was had on needing a permit for the swing set if it is over 120 square feet. Minimum would be 120 square feet and anything over would need a permit. Discussion was had on going to a 200 square foot size because 120 square foot is not that big.

Chairman Pristupa asked for a motion for the kennel, and swing set. Discussion was had that the kennels had to be within the setbacks along with other structures that are 200 square feet, ordinance requires all items need to be in the proper setbacks within the property.

Commission Member Rasmussen asked how that would affect a citizen putting a dog kennel back in the alley. Discussion was had that nothing can be placed in the alley and that there is a 5' setback from the property line from the alley.

Chairman Pristupa stated that ordinance 3-1-3: (D) 1. Setback Requirements: No building or structure shall be placed nearer than twenty feet (20') from the right-of-way line of the street. 2. Side yard/lots: No building shall be erected closer than five feet (5') to any side property line except corner lots shall maintain a twenty foot (20') side yard/lot adjacent to the street which intersects the street upon which the building fronts for a distance of forty feet (40') either direction of the corner. Side yard on corner lots shall be required a minimum of five feet (5'). 3. Rear yard/Lot: There shall be a rear yard/lot having the depth of not less than ten feet (10'). 4. Houses: Setback twenty feet (20') from the property line. Porches and/or decks a maximum of ten feet (10') from the property line and a maximum of ten feet (10') from the right-of-way on property line.

Discussion was had on nothing encroaching within the 5' setback on the side yard/lot i.e., window wells, steps, bay windows, eaves. Which can cause problems for the neighbor.

Motion by Commission Member Rasmussen to amend the section that portable dog kennels be required to follow the setback rules for city ordinances and single story (i.e., swings, play equipment) having the square footage of 200' or more be required to comply with the setback ordinance requirements for the City of Grace. Motion was seconded by Commission Member Welch. Motion passed unanimously.

Chairman Pristupa gave the agenda for the Caribou County Economic Development Strategies 2022 that is to be held on June 29, 2022, at the Caribou County Fire Station and is hosted by the Southeast Idaho Council of Governments (SICOG) and is available by Zoom.

Chairman Pristupa asked if the Planning & Zoning Commission had gone over the Comprehensive Plan that was discussed at the last meeting.

Commission Member Crabb discussed the discrepancy with the area of Impact that needs to be addressed. Commission Member Crabb asked the Commission to go to Element 5 last line stating that co

authority in decision making for land use or development stating that Caribou County has final decision making. Discussion was had that this was changed in 2013. Commission Member Crabb stated that the consolidated feed lots are not allowed in the City of Grace.

Discussion was had that if someone were to build on the edge of the city it is required that the citizen would have to use city utilities.

Discussion was had on the new changes to be made in Element 5: Land Use: Senior/Junior High School and two grade schools, which changed. One grade school, kindergarten through sixth grade library and lunch program Approximately 633 acres cover the City of Grace: Increase acreage due to Burton Canyon Phase 2 City zone designation has changes in the agricultural zone: Add A 1, A 2, and A 3

Discussion on Element 2: Population:  
The 2010 Census was calculated that there were 2.5 individuals per household.  
2022 Census lists households at 2.8

Discussion on Element 3: School Facilities and Transportation:  
New student count for school year 2021-2022, Special needs, kindergarten, and grades one through six.

Black Canyon Elementary: enrolled students	274
Grace Senior/Junior high school for school year 2021-2022	
Junior High School Seventh grade	30
Eighth grade	50
For a total number of students enrolled	80
High School enrollment for the school year 2021-2022	
Freshman	41
Sophomore	35
Junior	39
Senior	35
Total number of students enrolled	150
Total number of students in the High School/Junior High	230
Total number of students for District # 148	504

There is one Superintendent, two Principals, thirty five teachers, sixty three classified employees in the School District.

There is currently a bond for \$300,000.00 for one year only and a plant facility levy; in the amount of \$150,000.00 for only one year. The plant facility levy was passed in 2021. District # 148 has a \$5,000,000.00 bond for a new elementary school due in nine years September 2037. The City of Grace added a cross walk on main street two years ago.

Discussion on Element 4: Economic Development:  
The growth in the city has increased to 962 citizens.  
The City of Grace is currently working on updating the sewer plant and some infrastructure.

Discussion on Element 6: Natural Resources:  
Black Canyon overlook. Commission Member Welch stated that the Black Canyon Overlook is on private property.

There is a new Veterans Memorial that has been placed at the Black Canyon Elementary School. A Veterans Memorial is located at the Grace Cemetery.

Discussion on Element 7: Public Services, Facilities, and Utilities: The current water system serves 941 people and there is currently 464 active meters.

A new chopper pump has been installed at the lift station in 2021. City of Grace installed an aerator and have replaced the muffin monster in 2022.

Discussion was had that there is Direct Communications, Cellular Service, and Fiber Optic available in the community.

Discussion was had that there are approximately 14 members who volunteer on the City of Grace Fire Department and that the Fire Department owns six pieces of firefighting equipment.

Discussion was had on the change in medical service to the community. Larsen Dental Clinic is now Caribou Medical Clinic and Canyon Creek Dental.

Discussion on Element 8: Recreation:

Discussion was had that there is a golf course and a private R V park available west of the City of Grace at 1760 Gibson Lane. It can be accessed from highway 30.

Discussion had on Element 12: Community Design and Special Sites:

Discussion was had that there are now four subdivisions within the city limits of Grace.

Turner Subdivision, Monta Vista Estates, Burton Canyon Phase 1, and an addition of Burton Canyon Phase 2 with 29 lots adding 16.69 acres to the City of Grace.

Discussion on the addition of the Highline View Subdivision in the Impact Area of Grace adding ten building lots outside of the city limits.

Discussion on other sites in Grace were discussed. The Cove Plant has been demolished and is no longer there and needs to be removed.

Discussion on Goals and Objectives item 5: A: the Oregon Trail Museum and the Chesterfield town site need to be added as places on the Scenic Byway.

Discussion on Item 6: Research and develop a plan for construction of a Black Canyon Overlook needs to be addressed due to the sign and parking being on private property.

Discussion on Element 13: Agricultural: Discussion had on adding goats to the types of livestock in the community.

Chairman Pristupa stated the assignments for City Council meetings for June 15, 2022, is Chairman Pristupa. City Council assignment for July 6, 2022, and July 20, 2022, is Commission Member Bingham.

Chairman Pristupa asked if the Commission had any more business. There was none.

Motion made by Commission Member Welch to adjourn the regular meeting. Motion was seconded by Commission Member Bingham. Motion passed unanimously.

Meeting adjourned at 8:13 p.m.

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ZONING CLERK

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

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