

CITY OF GRACE
PLANNING & ZONING COMMISSION
REGULAR MEETING HELD ON
MARCH 9, 2023

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

OTHERS PRESENT: Peter Clegg

Chairman Pristupa called the regular meeting held on March 9, 2023, to order at 7:05 p.m.

Invocation: Commission Member Spackman

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 Commission had read the minutes of the previous meeting held on February 9, 2023, and if there were any changes. The Commission Members had no changes.

Motion to approve the minutes of the regular Planning & Zoning meeting held on February 9, 2023, was made by Commission Member Bingham. Motion was seconded by Commission Member Rasmussen. Motion passed unanimously.

Chairman Pristupa asked if there was a report from city council meeting held on February 28, 2023. Commission Member Bingham stated there was nothing.

Chairman Pristupa shared the update on the Opinion Poll from Southeast Idaho Council of Governments, Inc. (SICOG).

OPINION POLL UPDATES:

1. Apartment/townhouses have been added to the opinion poll:
Ms. Morton noted apartments (up to 6 units) and townhomes would technically be allowed based on current R-2 Multiple Family Residential Zoning. If you want to evaluate bigger apartment buildings, then R-2 would need to be re-evaluated and amended.
2. Rating question on "how citizens feel" about water pressure, streetlighting, housing (rentals), downtown, recreation opportunities, community activities.
Ms. Morton suggested these types will be most valuable in the opinion poll when forming a well-rounded vision and feedback loop for what the community perceives and wants to see. Ms. Morton suggested instead of formatting this as one

question with a simple 1-5 rating system of satisfaction, maybe we could break it out a bit more:

- i: 1st question for satisfaction ratings on: water pressure, city utilities, lighting, sidewalks. Housing option.
- ii: 2nd question on “how would you change or improve the following:” the downtown, recreation opportunities, community activities. Below each will be some options
(for example)
1. How would you change or improve the following?
a. The downtown area: 1). Make it more pedestrian-friendly, 2). add uniform Streetlights, 3). provide seasonal plants or decorations, 4). add signage, 5). I wouldn't change, 6). Other comments.

3. Poll will be finalized by March 31 and sent to Loy for review with Planning & Zoning.
Ms. Morton will provide printed copies for the Visioning event, will be happy to mail it to individuals as needed, and the Planning & Zoning Commission can deliver to homebound residents. The final poll will aim to address all the desired questions in an efficient manner as to get the most responses possible.

PLAN UPDATES:

1. City of Grace's Vision working draft:
 - a. The City of Grace wants to promote community vitality that honors the community's rural roots through quality community and economic development, expanding educational opportunities and the maintaining of family friendly recreational activities.
 - b. This will be refined through the public meeting process and through P & Z input.
2. The narrative has been adjusted in Chapter 4 to discuss more accurate population numbers and trajectory, leading industries, employment and wage numbers and the business community.
Ms. Morton is getting updated data sent from the Labor Department to provide comparative data for Grace and the County (5 year numbers and 2022 numbers).
Occupation and Worker commute information has been updated.
3. In the middle of updating the Land Use Section's narrative to include updated acreage of the City, change of elementary school.
 - a. In Goals and Objectives, providing updates for prospective funding and programmatic opportunities for the City; once the poll is put out and the responses received for the opinion poll that information will be added to some specific goals outlined in this chapter.

ORDINANCE UPDATES:

1. Review accessory uses language.
 - a. Current City Code (3-1-3 F) states: *“Accessory uses: Accessory uses are permitted if Constructed either at the same time or subsequent to the primary building located on the property. Such uses shall be limited to thirty six feet (36’) in height, shall not exceed the height of the primary building, and shall not encroach upon the front or side yard/lot (Ordinance 2018-4. 11-7-2018).*
 - b. Accessory uses are allowed in both R-1 and R-2 zones, but due to the language in the zoning and building code only allow for accessory building that are not for dwelling purposes.
 - c. The City could maintain this language as it is, or if you would like to allow for accessory dwelling units you could either add it as an allowable use in the R-1 and R-2 zones and

subject the Accessory uses language by defining it as 1). Non-dwelling accessory uses and 2). accessory dwelling units. They would follow the same code that is currently set forth or maintain the current language and add accessory dwelling units as its own allowable use in the zoning code but outline more specifically what types of uses, allowable setback, etc. (language that can be adapted from other city codes in our region). This language would have to be updated in the Building Code as well.

OUTSTANDING ITEMS FROM FEBRUARY:

2. Review zoning maps to understand where R-1 and R-2 are delineated to ensure that the goal of infill housing can be achieved in the necessary areas of town.
3. Identify a downtown zone or district.
 - a. Define infill development opportunities in this specific area.
4. Would it be helpful to the City to define development and developer in zoning and building ordinance?

PUBLIC VISIONING EVENT:

1. Legion Hall, April 13, 2023, at 6:00 p.m.- 8:00p.m.
2. Light refreshments and snack will be provided.
3. Will have posterboard discussion starters and reflective questions.
 - a. Aim to get language and ideas for the City Vision.
 - b. Aim is to get well-rounded responses to compliment and add to opinion poll responses.
4. Video of the wastewater system from public works will be put on for a special presentation to provide community a glimpse into how the system works.

Ms. Morton will put together posters and social media marketing materials that can be utilized to market the event. It will be highlighted as a public input opportunity, family friendly environment, and educational on city processes. Will send the posters by March 31.

Ms. Morton will publish an event notice in the Caribou County Sun to advertise as well.

CONTRACT AND TIMELINE:

1. A contract amendment has been provided to the Zoning Clerk that extend the date until June 30, 2023, for the Comprehensive Plan completion and adoption.

Ms. Morton plans to have the Comprehensive Plan completed and adopted by May.

Discussion was had that the Comprehensive Plan meeting will be held April 13, 2023, on Thursday at the Legion Hall which is the Planning and Zoning regular meeting.

Chairman Pristupa stated the other item received from Ms. Morton was an Amendment dated March 8, 2023, for schedule of services and time of performance update.

Chairman Pristupa asked if the Commission Members had any items that needed to be addressed. Commission Member Bingham asked if there were any other items updated since the last update of the Comprehensive Plan? Chairman Pristupa stated that there had been updates to the wastewater treatment plant with the installation of the aerators. Discussion was had that Ms. Morton had some information being presented by video at the meeting. Commission Member Bingham stated that there has been a new subdivision added since the last update. Discussion was had that this was being

addressed. Discussion was had on the type of refreshments that could be served. Decision was made to provide brownies. Question was asked if this included the update on the Impact area?

Chairman Pristupa stated that Ms. Askew Administrator of the Caribou County Planning & Zoning will be at the regular meeting of the Planning & Zoning Commission meeting on May 11, 2023, to discuss the impact area boundaries. Discussion was had that the Commission was still waiting for the update on the Impact Area Map.

Chairman Pristupa stated that the Planning & Zoning Commission liked the Accessory Dwelling and Airbnb's ordinance adopted by Caribou County. Discussion was had that that ordinance was streamlined. Discussion was had that the ADU and Airbnb needed to be worded to fit an ordinance for the city. Discussion was had on adopting the county's principals of the ordinance because law enforcement would be asked to help in some circumstances.

Motion was made by Commission Member Bingham to use the Caribou County Short-Term Rentals ordinance for ADU's and Airbnb's as a reference. Motion was seconded by Commission Member Spackman. Motion passed unanimously.

Mr. Clegg asked if the application for ADU's and Airbnb would come to the city. Chairman Pristupa stated that the ordinance would only apply to those rentals in the City limits of Grace. The county has jurisdiction in the county.

Chairman Pristupa stated that R-1 (residential) Zone and R-2 (Multi-Family residential) Zone is why Mr. Clegg was here.

Chairman Pristupa stated that Mr. Clegg was here to discuss possibly obtaining property in the City of Grace for rentals.

Chairman Pristupa stated that he had talked to the Caribou County Building Inspector Larkins on foundations which would basically refer to chapter 4 of the International Code Council (ICC). A concrete pad with brick is allowed with mortar and brick. Mr. Clegg stated a concrete footing with cinder brick and mortar can be used. Chairman Pristupa stated that the ICC requirement is based on snow load and freeze zones. This area is 2500 per scale for the depth allowed to go down to protect the building from shifting. Commission Member Spackman stated that the freeze zone would be four feet (4') to six feet (6'). There are ties that are required to be anchored to the building.

Mr. Clegg presented a description of what had been presented to the county. The income in the county on an average amount around \$900 to \$1,000 per month on rent. Mr. Clegg stated that they are interested in something that can be purchased for around \$200,000 to \$250,000 for a home. Mr. Clegg stated that they will be operating under these requirements as to what can be built. A couple of technologies have been conventional. Mr. Clegg stated that one they have looked at is something like a modular home and a mobile home. This unit comes in a container that folds out which is a prefab component house.

Chairman Pristupa stated it is not a trailer and is not on axels. Commission Member Bingham asked if this was built on the same principal of the older Boise Cascade homes? Mr. Clegg stated that the home comes in a container and comes in sections. Mr. Clegg stated that the middle part is the container unit and when the home comes out of the container, the roof comes up, the floor comes down and then the

walls come up. Mr. Clegg stated that the unit is all on hinges. Discussion was had on bolts being placed to hold the unit together. Mr. Clegg stated that the units come with different configurations, with siding of aluminum cladding, that has Styrofoam insulation. A pitched roof would be added so there is a slope for snow load. The roof has a layer of insulation. The unit is not up to International Building Code (IBC) standards as a stick built home. The value of the walls is about a R-14 (resistance) Value where a stick built is R-19 (resistance) Value or more. Mr. Clegg stated that the roof is a R-19 (resistance) Value where a stick built is R-30 (resistance) Value. Compared to a mobile home it is better. Mr. Clegg stated they were interested in getting a unit here to build and what classification the unit would fall under.

Chairman Pristupa stated that the unit would have a single bathroom, kitchen area, two bedrooms, and an open living area.

Mr. Clegg stated that they have been looking at a couple of different lots and places in town where these could be built. Mr. Clegg stated that they have property on the west side of town waiting for the dimensions of a survey from the city on abandoned property, which would allow us to build one on the property, which would be the first one built.

Mr. Clegg stated that they have been talking to a property owner in the Turner Subdivision and have a couple of configurations of what could be built on the property. Mr. Clegg stated that these two configurations would meet the setbacks according to Grace City Code. Discussion was had that the home would have a porch and a carport.

Discussion was had that the carport could be put to the rear of the home to allow the parking of multi-vehicles in the driveway.

Mr. Clegg stated that there are two questions. If these are brought in is there some classification for this type of dwelling that doesn't have to be IBC standards and would the unit be able to fit within the Turner subdivision.

Commission Member Rasmussen asked if the builder of the unit had been contacted and if it would be possible to bring it up to ICC standard code? Mr. Clegg stated that not with this configuration. A person has toured the plant in China and Nucor is in the process of developing the same type of unit. Mr. Clegg stated that the concept is really good. Mr. Clegg stated that with the retooling of the Nucor factory it would make it so it would not be able to be done at the present time but hopefully we can get to that point, with a viable solution. We would like to be able to do it with Nucor. Mr. Clegg stated that they need to talk to the gas company, electric company and with the City of Grace about sewage and water hook-ups. Mr. Clegg stated they were trying to get all the costs involved to put up the units. Mr. Clegg stated that they were looking at \$95,000 to \$100,000 as far as cost per unit. Then it could possibly sell for and/or possibly rent for \$900 per month.

Chairman Pristupa asked Mr. Clegg if there was space inside the structure for the water heater or was the water heater to be located outside of the unit? Mr. Clegg stated that the water heater would be on the outside of the home. The water heater would be enclosed in something called a doghouse, which is well insulated, and the heating unit will be part of the doghouse. Discussion was had that the doghouse needed to be included in the setback on the lot. Mr. Clegg stated that the doghouse would probably fit on the backside of the house or near the carport. Question was asked what was required as a snow load? Caribou County requires a 60 pound snow load. Mr. Clegg stated that the WHZ Group stated that it was a 30 pound snow load. We went and reviewed the technical data finding it rated at 250 kilograms

per meter square foot, which is a 54 pound snow load. Mr. Clegg stated that was with the flat roof. Discussion was had that the building inspector is trying to get the county to go with the ICC instead of the IBC because it fluctuates with the price of building materials, where the IBC does not. This would make it more cost effective for the citizen building homes.

Mr. Clegg asked if this unit would be classified as a modular home and if the Planning & Zoning Commission would classify it as a modular home? Discussion was had that the Building Inspector is getting information as to what this building would be classified as. Discussion was had that information found had classified the unit as manufactured structure.

Mr. Clegg stated that they were trying to classify Chinese and United States standards on wiring, plumbing, electrical, etc. Discussion was had on RV's being like a single wide trailer which have the slide outs to make the unit larger.

Mr. Clegg asked about the lots in the Turner Subdivision needing a conditional use permit.

Chairman Pristupa stated that the map shows the lots as being in R-1 (residential) Zone. On April 27, 2016, a property owner brought a Zoning Map Amendment Change to change from R-1 (residential) Zone to and R-2 (Multi-family residential) Zone. The Amendment Change went through the process. There were approximately 18 people who responded to the change. According to the minutes of the hearing it was 7 to 6 against the change from R-1 (residential) Zone to R-2 (multi-family residential) Zone, because someone was neutral it was listed as an even vote and the Planning & Zoning Commission opted to pass the change. Chairman Pristupa stated that the lots are an R-2 (multi-family residential) Zone, so apartments, etc., could be built in the area.

Mr. Clegg asked if these units would be classified as multi-family dwellings or as per city code would they be classified as high density units? Mr. Clegg stated that the code stated there has to be 7,000 square feet in the area requirements of the code and 1,000 square feet for each additional unit (E: Area Requirements: (1), (2) and (3)).

Chairman Pristupa stated that basically if the setbacks were followed you could have as much structure on the property as you wanted.

Mr. Clegg stated that either configuration of the four unit dwelling or the six unit dwelling would work in the R-2 (multi-family residential) Zone. Discussion was had the only concern would be the five foot setback for fire management between the carport and ten feet required for the backyard setback to the next unit would be ample room (D: Setback requirements: (1), (2), (3)).

Commission Member Rasmussen asked Mr. Clegg if the measurement was ten feet? Mr. Clegg stated that the units were ten feet apart. Discussion was had that the units need to be ten feet apart.

Chairman Pristupa ask Mr. Clegg to send any information on the snow loads, etc. on the units to the Clerk so it could be sent to the Commission Members. The Planning & Zoning Commission Members could do homework and share information. Chairman Pristupa stated that he would send the ICC building information to Mr. Clegg.

Mr. Clegg stated that the units have twelve piers a row down the middle, a row down each side.

Question was asked how would the unit be anchored down? Discussion was had on the footings and places on the unit to anchor. Question was asked if it was a solid wall foundation? Mr. Clegg stated they were looking at what would be most cost effective, that there was a footing with a skirting wall, then sits on a jack and extends out sitting the outside wall on piers. Discussion was had on insulating for piping, and other items under the unit, there needs to be some type of crawl space. Mr. Clegg stated that the unit sits on a preformed pad that could be made by putting a base down and then using concrete to sit the unit on. Commission Member Bingham stated that there needs to be a footing under the pad.

Commission Member Bingham asked about the timeline for setting up these units. Mr. Clegg stated that it would be sixty days to ship, about a month to six weeks could put the unit here in July. Mr. Clegg stated that it would only be the first unit.

Question was asked if these units were classified as ADU's or Airbnb's? Mr. Clegg stated that St. George allows these units as ADU's. Mr. Clegg stated that in other places the unit has a vin number the same as RV's. Discussion was had on farmers using the unit as a living quarter for summer help or a rental. Discussion was had that a cost of thirty percent and another sixteen percent goes into the cost of renting and caring for an ADU. Mr. Clegg stated that if the ADU's were in Lava they would do well but nothing outside of Lava will pay for itself. Commission Member Bingham asked for name of the manufacturer. Mr. Clegg stated the name of the manufacturer is the WHZ Group.

Mr. Clegg stated that these units are built out of steel. The unit is steel on the outside lined with Styrofoam on the inside. Discussion was had on the different grades of the insulation; it could be the same grade just a different R (resistant) value. Mr. Clegg stated that in looking at insulation that there is a fiber glass plastic. It is like a sheeting and impregnated with a residue to make it stiff and bonded. They come in spans of fifty feet without support. Challenge is to get the product here. The only place it is manufactured is in Germany. Discussion was had if the sheet of fiberglass were placed in the unit how would the electrical wiring be placed.

Mr. Clegg stated that the wiring would be placed in channels. Mr. Clegg stated that the plastic can be attached so there is a channel attached to the fiber glass to run the wires and piping.

Commission Member Spackman asked if there was a requirement for the wind and snow load to strap down? Discussion was had that there is multiply strapping and anchoring to the concrete footing. Discussion was had that it would attach to the outside footing to keep the unit in place.

Discussion was had on the wind requirement for the county. Caribou County requires: 90 mpg 3 gust 75 sustained. Commission Member Spackman stated that it would be anchored like a mobile home.

Chairman Pristupa thanked Mr. Clegg for coming and sharing information with the Planning & Zoning Commission. Mr. Clegg thanked the Commission Members for allowing him to come and discuss the R-2 (residential) Zone.

Mr. Clegg stated that it is difficult to find a place to rent all up and down the Wasatch Front. Mr. Clegg stated that he had a nice rental and did not want pets in the home. He had been advised that he would turn away a lot of renters who had pets. Mr. Clegg stated that all renters who had pets were required to fill out an application for pet insurance, carry pet insurance and pay a higher deposit.

Agriculture Zone:

Chairman Pristupa stated that on the north end of town there is property in an A (agriculture) Zone. The property has one acre. The person requesting the information wanted to know if there is an easement for sewage and water for city services. Superintendent Crookston stated that the easement goes through the property from 4th North behind the home splitting the property. The person requested information on having animals on the property which is A (agriculture) Zone. The person was interested in a portion of the Cherry Allen Ditch that goes through the property. He is wanting to know if he can landscape the ditch bank, to make the property look nice. Discussion was had on piping the ditch through the property. Discussion was had that the ditch might be used to water livestock. Discussion was had on having additional animals that a conditional use permit would be required. Discussion was had on citizens adding a duck pond to ditches would not be very well received. Discussion was had that the ditch only runs in the summer and is shut off in the fall. Discussion was had that the gentlemen would have to go to the Cherry Allen Ditch to make any changes to the ditch, the ditch company owns the rights to the water and the ditch. Information had been forwarded to the individual that there is an easement, that the property can have animals in an A (agriculture) Zone and that the Cherry Allen Ditch would have to be contacted for the landscaping of the ditch.

Chairman Pristupa stated that in the last meeting the Setting Permit Guidelines were discussed. There was not a motion made to approve the guidelines.

Motion was made by Commission Member Bingham to accept the changes to the Setting Permit Guidelines as set by the Planning & Zoning Commission in the meeting of February 9, 2023. Motion was seconded by Commission Member Rasmussen. Motion passed unanimously.

Chairman Pristupa stated that the Commission Member assignments for Grace City Council meeting were:

Commission Member Bingham March 15, 2023

Commission Member Spackman April 5, 2023, and April 19, 2023.

Chairman Pristupa stated that the regular meeting of the Planning & Zoning Commission would be held on April 13, 2023. The meeting will be held at the Grace Legion Building at 6:00 p.m. for the Community Comprehensive Plan update with SICOG.

Chairman Pristupa asked for a motion to adjourn.

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

Meeting adjourned at 8:03 p.m.

ZONING CLERK

APPROVED: _____
CHAIRMAN/VICE CHAIRMAN

DATE: _____