



**MINUTES OF THE PLANNING AND ZONING COMMISSION REGULAR MEETING
CITY OF MOUNTAIN HOME, ELMORE COUNTY, IDAHO**

March 15, 2021
6:00 PM

ESTABLISH A QUORUM

Chairperson Topher Wallaert noted there was a quorum present and called the March 15, 2021, Regular Meeting of the Planning and Zoning Commission to order. Attending were Planning and Zoning Commission Members, Topher Wallaert, Nancy Brletic, Mark Sauerwald, Deedee Devol, William Roeder, Travis Eikeness and James Eskridge.

Staff members attending were Community Development Director Brock Cherry, Administrative Assistant Brenda Ellis, and Public Works Director Richard Urquidi.

MINUTES

*March 1, 2021

Commission Member Nancy Brletic made a motion to approve the minutes for the Regular Planning and Zoning Commission Meeting held on March 1, 2021. Commission Member Deedee Devol seconded the motion. Vote is as follows: Commission Member Brletic; aye, Commission Member Devol; aye, Commission Member Sauerwald; aye, Commission Member Roeder; aye, Commission Member Eikeness; aye and Commission Member Eskridge; aye. Motion passed by a unanimous vote.

RECOGNIZING PERSONS NOT ON THE AGENDA - None

PUBLIC HEARING AND ACTION

*Action Item-Discussion/Decision and request to sign.

A Conditional Use Permit to allow a commercial daycare establishment located at 540 North 6th East. (PZ21-0008)

Community Development Director, Brock Cherry, gave the Staff Report. This is a conditional use permit to allow a commercial daycare. The use was formerly a church. The property is in the LO zone. This property has two zoning designations. The subject property contains the church and a residence. The childcare portion is in the LO zone. This application has to meet both CUP and Daycare standards per City Code. They have to be licensed, pay water/sewer fees/provide off street parking and loading area. The use is required to have hard surface parking and loading/unloading area, it is currently graveled. When there is a change of use improvements are required to be made. There is ample parking area and drop off area. The applicant understands that the parking is required to be hard surface, but it is costly. Staff has discussed paving with the applicant. Staff suggests paving to the ADA ramp and allowance for a time frame to install the hard surface area. Should applicant fail to install hard surface in a proposed time frame the CUP can be pulled. Applicant can request an extension.

Applicant, Crystal Rodgers came forward to speak on her behalf. Ms. Rodgers stated, “The area is about a 1/3 of an acre to pave. I have not yet received the bid from the contractor. In order to pass safety inspections I have to fence the yard too, which adds additional startup costs. I don’t anticipate having children there until June, so I won’t be making revenue until June. I will widen the entry for better access. Pick up and drop off times are between 7-8 am and 5-6 pm, otherwise the parking lot is pretty much empty except for staff parking. We will install an ADA Stall with van access.”

The applicant was asked what they felt an appropriate amount of time to defer the hard surface install would be. The applicant felt 18 months would be sufficient to achieve that goal. The new location will house 24-28 school age kids. The time frame hinges on the bid amount. Staff felt paving from the back of the sidewalk to the ADA ramp would be sufficient to accommodate parking and drop off, and estimated 24 spots. There was discussion regarding the layout of the parking area and storm water retention, the applicant is waiting on the contractor for layout options. There was discussion regarding Code requirements for parking spaces for this type of use. It was clarified that the area paved would be just enough to satisfy the parking requirements and the remainder would remain gravel. The items to consider are allowance of time deadline to pave the parking area, and an opportunity to request and extension. Applicant is getting quotes for both concrete and asphalt. The commission considered the issues regarding the timing for hiring and scheduling of contractors and how difficult that can be.

Public Hearing Opened
Public Hearing Closed

There was discussion regarding who will track the time deadline. The Commission discussed the best way to make the motion regarding the time extension request. Landscape screening will be installed.

Commission Member Nancy Brletic made a motion that the Planning and Zoning Commission hereby recommends to the City Council that the application by Crystal Rodgers for the conditional use permit (PZ21-0008) be approved with the following conditions: that the applicant will complete the hard paved driveway/parking lot will be completed in a year, as illustrated in attachment A. If the applicant is unable to complete the required hard surfacing within a year applicant may come back before the Planning and Zoning Commission to request an extension of time and/or discuss an alternate plan. Commission Member Billy Roeder seconded the motion. Vote is as follows: Commission Member Brletic; aye, Commission Member Devol; aye, Commission Member Sauerwald; aye, Commission Member Roeder; aye, Commission Member Eikeness; aye and Commission Member Eskridge; aye. Motion passed by a unanimous vote.

*WITHDRAWN BY APPLICANT – Action Item-Discussion/Decision and request to sign.

A Conditional Use Permit to allow a drive-in (drive-thru) establishment located at the North west corner of American Legion Blvd and NE City View Drive, Lot 2, Block 2, Replat of Kmart Subdivision No. 1 (RPA01060010050). (PZ21-0004)

NEW BUSINESS

*None

OLD BUSINESS

*None

DEPARTMENT HEAD ITEMS

* Monthly Building Permit Report-January 2021-None

* Monthly Code Enforcement Report-January 2021-None

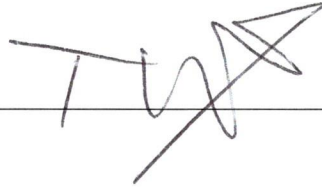
ITEMS REQUESTED BY COMMISSION/STAFF

*None

ADJOURN

Chairman Topher Wallaert adjourned the meeting at 6:40 p.m.

Chair _____

A handwritten signature in black ink, appearing to be 'T. Wallaert', is written over a horizontal line. The signature is stylized and somewhat abstract.