



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

Monday, May 15, 2023, at 6:00 PM

ESTABLISH A QUORUM

Vice-Chairperson William Roeder noted a quorum present and called May 15, 2023, Regular Meeting of the Planning and Zoning Commission. Attending were Planning and Zoning Commission Members, Cristina Drake, William Roeder, Travis Eikeness, and Scott Harjo.

Staff members attending were Community Development Director, Brock Cherry, Assistant Planner, Chris Curtis, Public Works Director, Richard Urquidi, and the meeting was recorded by Betsy Hiddleston.

Commission Member Kristopher Wallaert, and Legal Counsel, Geoff Schroeder, were not in attendance.

MINUTES

*Action Item: May 1, 2023

Commission Member Travis Eikeness made a motion to approve the minutes for May 1, 2023. Commission Member Scott Harjo seconded the motion. All in favor. The motion passed by a unanimous vote.

RECOGNIZING PERSONS NOT ON THE AGENDA – None

CONFLICT OF INTEREST DECLARATION

- * Does any Commissioner, Commissioner's employer, or Commissioner's family member have an economic interest in any matter on the agenda? (Idaho Code 67-6506)
- * Have any Commissioners received communications or engaged in discussions regarding matters on this agenda outside of this meeting? – None

PUBLIC HEARING AND ACTION

*Action Item – Conditional Use Permit (CUP) – Chad Spenser, Standard Plumbing.
A Conditional Use Permit to allow for the renovation of an existing, nonconforming structure in a C3 zone at 120 South 3rd East.
PZ-23-24

Community Development Director, Brock Cherry, gave the staff report. This is a legal non-conforming structure. Standard Plumbing is the owner of Carr's Home Center. The building is currently used for storage, and is in the C-3 zoning district. The setback in this zone is an eight (8') rear setback, and a five (5') side setback. The south and west side of the building is built right on the lot line, which makes it legal non-conforming as a structure. A conditional use permit is required any time a non-conforming structure is enlarged, extended, reconstructed, or structurally altered. It is a significant change in occupancy type from storage to retail use. It must meet the conditional use permit standards. One of the Comprehensive Plan, economic goals is business retention and expansion. The proposed development modernizes an existing structure and expands a business currently operating in the city, offering citizens greater local retail options that reduce retail leakage. Staff has identified that being that this use is in a C-3 zone and in close proximity to the C-2 zone and the nature of the use, it is staff's recommendation that the Planning and Zoning Commission recommends approval of this request.

The request will not be to expand the square footage of the building, but one-third of the interior of the structure will be turned into retail space. The applicant has notified everyone who resides within three hundred feet. All public notice requirements have been met.

Public Hearing Opened.
No testimony was received.
Public Hearing Closed.

Commission Member Travis Eikeness made a motion to approve the request for the conditional use permit to allow the renovation of an existing non-conforming structure in the C-3 zone at 120 South 3rd East Street. Commission Member Scott Harjo seconded the motion. The vote is as follows: Commission Member Eikeness; aye; Commission Member Drake; aye; Commission Member Harjo; aye; and Commission Member Roeder; aye. The motion passed by a unanimous vote.

*Action Item – Conditional Use Permit (CUP) – Dominic Newton.
A Conditional Use Permit to allow for the enlargement of a residential dwelling in a C3 zone at 385 West Jackson Street.
PZ-23-26

Community Development Director, Chris Curtis, gave the staff report. This is a non-conforming land use. The house was built in 1945 and is in the C-3 General Business Zone. To make an expansion/Modifications to the home he must comply with the conditional use permit process. Staff believes it meets the qualifications of the Comprehensive Plan as it recognizes different types of housing and smart building strategies for all income levels. Public notice requirements have been met.

Public Hearing Opened.
No testimony was received.
Public Hearing Closed.

The driveway will be required to be paved and will be paved to the garage. There is not a driveway width requirement for single-family dwellings. A standard-sized vehicle must be parked fully on a hard surface. The applicant intends to do a garage that is above the code requirements for parking.

Commission Member Travis Eikeness made a motion to approve the request for a conditional use permit to allow the expansion of an existing single-family residential dwelling in a C-3 General Business Zone at 385 West Jackson Street. Commission Member Cristina Drake seconded the motion. The vote is as follows: Commission Member Harjo; aye; Commission Member Drake; aye; Commission Member Eikeness; aye; and Commission Member Roeder; aye—the motion passed by a unanimous vote.

NEW BUSINESS

*None

OLD BUSINESS-Old Business was heard first on the agenda.

* None

DEPARTMENT HEAD ITEMS

- * Code Enforcement Report – April 2023-None
- * Monthly Building Permit Report – April 2023-None

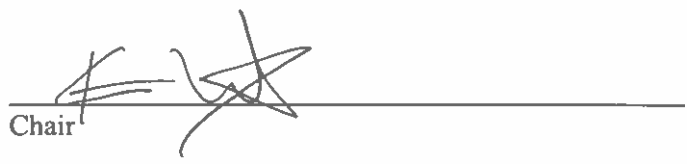
ITEMS REQUESTED BY COMMISSIONERS/STAFF

* Brock provided a brief update on the master Transportation plan, Impact Fees, and the Impact Fee Advisory Board, and a brief discussion about Code Enforcement Report

ADJOURN

Vice-Chairperson William Roeder adjourned the meeting at 6:21 p.m.

Chair

A handwritten signature in black ink, consisting of several overlapping loops and strokes, positioned above a horizontal line.