



# PLANNING AND DEVELOPMENT SERVICES

5500 S 5<sup>th</sup> Ave | Pocatello, Idaho 83204 | 208.236.7230 | [www.bannockcounty.us](http://www.bannockcounty.us)

## AGENDA

### BANNOCK COUNTY

### PLANNING & DEVELOPMENT COUNCIL MEETING

SEPTEMBER 18, 2024 – 5:15 PM

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The public meeting will be held in Conference Room 1, Office of Planning and Development Services, 5500 S 5<sup>th</sup> Ave, Pocatello, ID 83204.

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Any citizen who wishes to address the Council, must first complete a sign-up sheet and give their name and address for the record. If a citizen wishes to read documentation of any sort to the Council, they must have a copy available to submit as part of the record. There will be a three (3) minute time limitation for presentations by citizens. The purpose of this agenda is to assist the Council and interested citizens in the conduct of this public meeting. **Citizens should examine the agenda for the item of their interest. However, citizens are advised that only Public Hearings allow for public comment during the discussion / consideration process.** Citizens have an opportunity to be heard by the Council if the item meets the criteria as described in the agenda. *You must sign in at the start of the meeting to be recognized.*

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**RECESS:** The Council Chair or Vice Chair may call a recess, as they deem necessary, to allow Council members and participants a brief rest period.

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Bannock County complies with requirements of the Americans with Disabilities Act. Special accommodations can be provided with three (3) days advance notice by calling 208.236.7230, emailing [development@bannockcounty.gov](mailto:development@bannockcounty.gov), or coming into the office.

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| AGENDA ITEM NO. | 1. | <p>ROLL CALL AND DISCLOSURE OF CONFLICT OF INTEREST – EX-PARTE COMMUNICATION AND SITE VISIT</p> <p>Disclose any communication, including who was there and the basic substance of conversation. Disclose if a site visit was made, location(s) of the site visit and what was seen.</p> |
| AGENDA ITEM NO. | 2. | <p>PRELIMINARY BUSINESS</p> <ul style="list-style-type: none"><li>a) Agenda Clarification and Approval (<b>Action Item</b>)</li><li>b) Swear-In to Planning and Development Council – Edward Ulrich</li></ul>   |

- c) Swear-In to Planning and Development Council –  
Molly Dimick

- AGENDA ITEM NO.                      3.        APPROVAL OF MINUTES (**ACTION ITEM**)  
a) March 14, 2024  
b) March 20, 2024

**PUBLIC HEARING ITEMS**

**(The procedure used for conducting the public hearings is at the end of this agenda.)**

- AGENDA ITEM NO.                      4.        VARIANCE FROM §357 – BUILDING BULK AND  
PLACEMENT STANDARDS: Brady Smith requests a  
variance from lot size. The current standard requires a  
minimum lot size of 1 acre and the applicant is proposing a  
0.61 acre lot. The affected property is labeled as parcel  
RPR3803038109 and is currently addressed as 13855 N.  
Yellowstone Hwy, Chubbuck, ID 83202. The procedures  
and standards for evaluating a variance petition are found  
in §540 of the Bannock County Zoning Ordinance;  
approval or denial of this request shall be in accordance  
with standards prescribed therein. Type of action:  
Decision.  
**(ACTION ITEM)**

- AGENDA ITEM NO.                      5.        SUBDIVISION CONCEPT PLAN – MINK CREEK  
MEADOWS SUBDIVISION: Jose Nava proposes an  
amendment to Mink Creek Meadows Subdivision for the  
purpose of adjusting a lot line. The development  
proposes individual wells and septic systems. The subject  
property is located in Lots 9 & 10, Block 3, Section 20,  
Township 7 South, Range 35 East, B.M., Bannock County.  
The properties are labeled as tax parcel RPRRMIC002000,  
addressed as 2028 N. Patton Drive, Pocatello, ID 83204  
and parcel RPRRMIC002100, addressed as 2066 N. Patton  
Drive, Pocatello, ID 83204. The buildable lots will be  
between 1.70 and 3.75 acres in size. The procedures and  
criteria for evaluating a conceptual plan are found in §302  
of the Bannock County Subdivision Ordinance; approval  
or denial of this request shall be in accordance with  
standards prescribed therein. Type of action: Decision.  
**(ACTION ITEM)**

**BUSINESS ITEMS**

AGENDA ITEM NO.      6.      PRELIMINARY PLAT APPROVAL – DALLAS  
SUBDIVISION: Brady Smith requests preliminary plat  
approval for tax parcel RPR3803038109 in accordance with  
procedures and standards established in the Subdivision  
and Zoning Ordinances. Type of action: Decision.  
**(ACTION ITEM)**

AGENDA ITEM NO.      7.      CONDITIONAL USE PERMIT EXTENSION REQUEST –  
RV STORAGE: Tommy Kofoed requests an extension on a  
conditional use permit for parcel number RPR4227010801,  
in accordance with procedures and standards established  
in the Zoning Ordinance. Type of action: Decision.  
**(ACTION ITEM)**

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AGENDA ITEM NO.      8.      ITEMS OF INTEREST  
a) Update on recommendations to Commissioners  
b) Discussion of upcoming hearing items  
c) Announcements

AGENDA ITEM NO.      9.      CITIZEN COMMENTS  
This time has been set aside to hear items from the  
audience, not listed on the agenda. Items which appeared  
somewhere else on the agenda will not be discussed at  
this time. The Council is not allowed to take any official  
action at this meeting on matters brought forward under  
this agenda item. You must sign in at the start of the  
meeting in order to be recognized. Note: Total time  
allotted for this item is fifteen (15) minutes, with a  
maximum of three (3) minutes per speaker.

AGENDA ITEM NO.      10.      WORK SESSION  
a) Comprehensive Plan Update

AGENDA ITEM NO.      11.      ADJOURN

The application for each item will be available to the public by request at Planning and Development Services office and on the department's website at [www.bannockcounty.us/planning](http://www.bannockcounty.us/planning). Written testimony of fewer than two (2) pages must be received by the Planning and Development Services office no later than September 10, 2024. Written testimony may also be sent to [development@bannockcounty.gov](mailto:development@bannockcounty.gov). Any written testimony not received by the deadline must be brought to the council meeting and presented at the public hearing. All submitted testimony shall be considered public record. Discriminatory testimony shall not be permitted. Written testimony must comply with standards established in §560.7 of the Bannock County Zoning Ordinance.

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### **PUBLIC HEARING PROCEDURE**

1. A presentation is made by the applicant. (Time limit 6 minutes)
2. An explanation of the subject of the hearing is presented by the Planning and Development Service staff. (No time limit)
3. Testimony is given by the audience in favor of the proposal and then neutral on the proposal and against the proposal. Questioning of the participants, and rebuttals are entertained by the Planning and Development Council (time limit 3 minutes; may allow designation of additional time from sign in sheet)
4. The applicant may rebut the arguments offered by the opposition.
5. The Planning and Development Council discusses the hearing subject; they may direct questions to the staff, the applicant and the audience during this stage of the hearing process.
6. The hearing is closed to oral testimony from the applicant and the audience. The hearing process is concluded.

The Council accepts oral testimony and may accept limited written testimony from those in attendance, but only if the parties have filled out the testimony sign-in sheet. **If you have submitted written testimony as part of the packet, you cannot also give an oral testimony unless it is to read the written testimony into the record.** In order to keep a clear audio recording of this hearing, when testifying, a person must come to the podium and state their full name and address. Comments will not be accepted from the audience seats and discriminatory testimony shall not be permitted. There shall be no booing, hissing, or cheering.

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