



PLANNING AND DEVELOPMENT SERVICES

5500 S 5th Ave | Pocatello, Idaho 83204 | 208.236.7230 | www.bannockcounty.us

AGENDA

BANNOCK COUNTY

PLANNING & DEVELOPMENT COUNCIL MEETING

MARCH 19, 2025 – 5:15 PM

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

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.*

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.

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, or coming into the office.

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| AGENDA ITEM NO. | 1. | ROLL CALL AND DISCLOSURE OF CONFLICT OF INTEREST – EX-PARTE COMMUNICATION AND SITE VISIT
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. |
| AGENDA ITEM NO. | 2. | PRELIMINARY BUSINESS
a) Agenda Clarification and Approval (Action Item) |

- AGENDA ITEM NO. 3. APPROVAL OF MINUTES (**ACTION ITEM**)
a) January 15, 2025

PUBLIC HEARING ITEMS

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

- AGENDA ITEM NO. 4. CONDITIONAL USE PERMIT – MINING OPERATION:
Richard Jessop petitions for a conditional use permit to construct a rock and sand mining operation. The facility proposes hours of operation from 8 a.m. to 6 p.m., Monday through Saturday. The facility proposes 4 employees, as well as the use of heavy equipment in conjunction with the mining operation to include screening and crushing. The affected property is known as parcel RPR4431003601 and is currently addressed as 1405 E. Richards Road, Downey, ID 83234. At the hearing, the Council shall evaluate the proposed use against criteria established in §530 of the Zoning Ordinance. Type of action: Decision.
(ACTION ITEM)

BUSINESS ITEMS

- AGENDA ITEM NO. 5. PRELIMINARY PLAT APPROVAL – WESTFIELD ESTATES
DIVISION 6: David Assan requests preliminary plat approval for tax parcels RPR3853006605 and RPRRWE4000500 in accordance with procedures and standards established in the Subdivision and Zoning Ordinances. Type of action: Decision.
(ACTION ITEM)

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- AGENDA ITEM NO. 6. ITEMS OF INTEREST
a) Update on recommendations to Commissioners
b) Discussion of upcoming hearing items
c) Announcements

- AGENDA ITEM NO. 7. 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. 8. WORK SESSION
- a) Council By-Laws
 - b) Section 580 – Zoning Ordinance
 - c) Working through Findings

- AGENDA ITEM NO. 9. 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. Written testimony of fewer than two (2) pages must be received by the Planning and Development Services office no later than March 11, 2025. Written testimony may also be sent to 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.

PUBLIC HEARING PROCEDURE

1. A presentation is made by the applicant.
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
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.
