



# 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

JUNE 18, 2025 – 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.	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 ( <b>Action Item</b> )

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JUNE 18, 2025

AGENDA ITEM NO. 3. APPROVAL OF MINUTES (**ACTION ITEM**)  
a) March 19, 2025  
b) April 16, 2025  
c) May 21, 2025

**PUBLIC HEARING ITEMS**

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

AGENDA ITEM NO. 4. VARIANCE FROM §327 – BUILDING BULK AND PLACEMENT STANDARDS: Jeremy Manska requests a variance for side yard setback for one residential accessory structure. The current side yard setback is 20' and the applicant is proposing a 10' side yard setback. The affected property is labeled as parcel RPRRCIN000301 and is currently addressed as 9498 Chestnut Hill Drive, Pocatello, ID 83204. The procedures and standards for evaluating a variance petition are found in §540 of the Bannock County Zoning Ordinance. Type of action: Decision.  
**(ACTION ITEM)**

AGENDA ITEM NO. 5. VARIANCE FROM §347 – BUILDING BULK AND PLACEMENT STANDARDS: Dustin Holsten requests a variance to build a duplex on 1.0 acres. The current standard requires 1.5 acres. The affected property is labeled as parcel RPR4227015901, currently unaddressed. The procedures and standards for evaluating a variance petition are found in §540 of the Bannock County Zoning Ordinance. Type of action: Decision.  
**(ACTION ITEM)**

AGENDA ITEM NO. 6. VARIANCE FROM §337 – BUILDING BULK AND PLACEMENT STANDARDS: Brandon Jackson requests a variance for rear yard and side yard setbacks for one residential accessory structure. The current rear yard setback is 20' and the applicant is proposing a 6' rear yard setback. The current side yard setback is 10' and the applicant is proposing a 4' side yard setback. The affected property is labeled as parcel RP RRWE3000300 and is currently addressed as 14687 Berkshire Avenue, Pocatello, ID 83202. The procedures and standards for evaluating a

variance petition are found in §540 of the Bannock County Zoning Ordinance. Type of action: Decision.  
**(ACTION ITEM)**

**BUSINESS ITEMS**

None

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AGENDA ITEM NO.	7.	ITEMS OF INTEREST
	a)	Update on recommendations to Commissioners
	b)	Discussion of upcoming hearing items
	c)	Announcements
AGENDA ITEM NO.	8.	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.	9.	WORK SESSION
	a)	None
AGENDA ITEM NO.	10.	ADJOURN

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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 June 10, 2025. 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.

#### **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.

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