

**PLANNING & ZONING COMMISSION (PZC)  
Regular Minutes for June 24, 2020 at 6:30 p.m.  
City Council Chambers  
911 North Seventh Avenue, Pocatello, ID 83201**

**AGENDA # 2**

The meeting began at 6:30 PM.

**AGENDA ITEM #1: ROLL CALL AND DISCLOSURE OF CONFLICT OF INTEREST, EX-PARTE COMMUNICATION AND SITE VISIT.**

Disclose who was talked to, the basic substance of the conversation, and whether the conversation had any influence. Disclose if there is anything personally or professionally that would not allow an impartial or unbiased decision. Disclose if a site visit was done, location(s) of the visit, and what was seen.

**Jill Kirkham** had nothing to report. **Jack Moore** made a site visit for agenda item 3 and had nothing else to report. **Dorothy Ricks** made a site visit for agenda item 3 and had nothing else to report. **Shin Kue Ryu** made a site visit for agenda item 3 and noted that he was approached by a gentleman interested in buying property and I instructed him to call the City Planning Department, this communication would not affect my decision on this agenda item.. **Kailey White** made a site visit for agenda item 3 and had nothing else to report.

**Present:** Jill Kirkham, Jack Moore, Dorothy Ricks, Shin Kue Ryu, and Kailey White.

**Excused:** Jared Bernt,

**Staff:** Matthew Lewis, Aceline McCulla, and Merrill Quayle.

**AGENDA ITEM #2: APPROVAL OF MINUTES**

The Commission may wish to approve the minutes as written from the clarification and regular meetings from May 27, 2020.

It was moved and seconded, (**J. Moore, K. White**) to approve the minutes as written for the clarification and regular meetings from May 27, 2020. Those voting in favor were Kirkham, Moore, Ricks, Ryu, and White. Those voting against were none. Motion passed unanimously.

**AGENDA ITEM #3: PRELIMINARY PLAT – WESTERN SKIES DIVISION 1**

Brandon Ratliff, represented by RMES, has submitted a preliminary plat application to subdivide 16.9 acres (more or less) into 47 residential lots. The proposed subdivision is located north of Eastpointe Hills Subdivision Division 6.

**Mitchell Greer** of RMES, 600 E. Oak Street, Pocatello gave a short history on the surrounding area of subject property. Greer stated the plat was reworked to be successful for the developer and the community. This project would eventually tie into the Boulder development to the north. Greer has been working with City staff on extending utilities. The infrastructure would extend from Eastpointe Drive north. There would be private drives to “pods” of four lots off Rustic Road. Greer anticipated developers might purchase a “pod” of four lots for construction. Residents accessing from the private drives would be responsible for maintenance and snow removal.

**Greer** clarified that driveways would be the responsibility of homeowners through Covenants, Conditions, and Restrictions (CC&Rs).

**Matthew Lewis**, Senior Planner with the City of Pocatello summarized the staff report.

Staff finds that the proposal is compliant with all applicable standards of City Code 16.20.050, assuming the following conditions are met: **1)** All comments and conditions contained in the Public Works Memorandum dated June 18, 2020, shall be adhered to; **2)** A slope development analysis addressing all standards under Chapter 17.05.100 Slope Development Standards will be required with submittal of a Final Plat application. **3)** Front setbacks for Lots facing the end of the private drives shall be measured from the front property line. **4)** A building permit may not be issued unless all applicable standards of City Code Section 16.24.100 are adhered to, or a subdivision surety bond and warranty bond is obtained as outlined in City Code 16.24.110, prior to recording; **5)** As proposed, the applicant or the associated property owner shall be responsible for the upkeep and maintenance of all easements designating open space shown on the preliminary plat unless otherwise approved by the Pocatello City Council; and **6)** All other standards or conditions of Municipal Code not herein stated but applicable to land subdivision and residential development shall apply.

Discussion between Commission members ensued.

It was moved and seconded, (**S. Rye, K. White**) to recommend approval to City Council of the preliminary plat application request by Brandon Ratliff of Land Quest Development Inc. for the Western Skies Division 1, finding the application does meet the standards for approval under Chapter 16.20.050 of Pocatello Municipal Code, with the conditions of approval listed in the staff report. Those voting in favor were Kirkham, Moore, Ricks, Ryu, and White. Those voting against were none. Motion passed unanimously.

With no other business, **Chair Ricks** closed the meeting at 6:55 P.M.

Submitted by   
Aceline McCulla, Secretary

Approved on 