

MEETING AGENDA
CITY OF POCATELLO
PLANNING & ZONING COMMISSION
JUNE 11, 2025 | 6:30 PM
COUNCIL CHAMBERS | 911 NORTH 7TH AVENUE, POCATELLO, IDAHO

In accordance with the Americans with Disabilities Act, it is the policy of the City of Pocatello to offer its public programs, services, and meetings in a manner that is readily accessible to everyone, including those with disabilities. If you are disabled and require an accommodation, please contact Skyler Beebe with two (2) business days' advance notice at sbeebe@pocatello.gov; 208.234.6248; or 5815 South 5th Avenue, Pocatello, Idaho. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility.

The Planning & Zoning Commission is a citizen advisory group to the City Council. They are charged with making recommendations concerning land use plans, planning processes and/or on matters of plan implementation. All regular meetings of the P&Z Commission are recorded for record retention and transcription.

The following is the official agenda of the Planning & Zoning Commission. Discussion and Commission action will be limited to those items on the agenda. Any citizen who wishes to address the Commission shall first be recognized by the Chair, and shall give his/her name and address for the record. If a citizen wishes to read documentation of any sort to the Commission, he/she shall first seek permission from the Chair. Oral testimony may be restricted to no more than 3 minutes per person.

1. ROLL CALL AND DISCLOSURES.

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.

2. ACTION ITEM: APPROVE MINUTES.

The Commission may wish to waive the oral reading of the Planning and Zoning Commission's clarification and regular meeting minutes held April 9, 2025, and to approve the minutes as presented.

3. ACTION ITEM: PUBLIC HEARING OF PRELIMINARY PLAT FILE: PP25-0004.

This time has been set aside for the Commission to hear comments from the public regarding a preliminary plat application submitted by Brady Smith on behalf of Roy Flores to subdivide 0.86 acres (more or less) of land into residential 13 lots for a townhome development. The subdivision, to be known as Jason Avenue Townhouses, is located at 3534 Jason Avenue. **(Quasi-Judicial Public Hearing)**

4. ACTION ITEM: PUBLIC HEARING OF MAP AMENDMENT FILE: MA25-0002.

This time has been set aside for the Commission to hear comments from the public regarding a map amendment application by the City of Pocatello. The request is to amend the future land use map to re-designate certain areas of the Pocatello Regional Airport development area from Industrial (I) to Employment (E) and to rezone certain areas from Airport (A) to Industrial (I), Light-Industrial (LI), Office Park (OP), and Commercial General (CG). **(Quasi-Judicial Public Hearing)**

7. ADJOURN MEETING.

AGENDA 2

CLARIFICATION MEETING MINUTES
CITY OF POCA TELLO
PLANNING & ZONING COMMISSON (P&Z)
APRIL 9, 2025 | 6:00 PM
COUNCIL CHAMBERS | 911 N. 7TH AVENUE, POCA TELLO, IDAHO

Phillips called the P&Z meeting to order at 6:01 PM.

1. ROLL CALL.

Present: Eugene Bartu, Benjamin Gomez, Adam Geyer, Marjanna Hulet, Richard Phillips, and Desirea Valladolid.

Unexcused: Annie Mendoza.

Staff: Becky Babb, Aceline McCulla and Merril Quayle.

2. DISCUSSION TO CLARIFY ITEMS ON THE P&Z MEETING AGENDA FOR APRIL 9, 2025.

The Commission and staff discussed the agenda items.

3. ADJOURN.

With no further discussion, **Phillips** closed the meeting at 6:05 PM.

Submitted by:

Aceline McCulla, Secretary

Approved on:

MEETING MINUTES
CITY OF POCA TELLO
PLANNING & ZONING COMMISSON (P&Z)
APRIL 9, 2025 | 6:30 PM
COUNCIL CHAMBERS | 911 N. 7TH AVENUE, POCA TELLO, IDAHO

Chair Rich Phillips opened the meeting at 6:30 p.m.

1. ROLL CALL.

Present: Eugene Bartu, Benjamin Gomez, Adam Geyer, Marjanna Hulet, Richard Phillips, and Desirea Valladolid.

Unexcused: Annie Mendoza. **Staff:** Becky Babb, Aceline McCulla and Merril Quayle.

2. APPROVE MINUTES.

The Commission may wish to waive the oral reading of the P&Z clarification and regular meetings minutes held March 12, 2025, and to approve the minutes as presented.

It was moved by **M. Hulet** and seconded by **B. Gomez** to approve the meeting minutes held March 12 as presented. Those voting in favor were Bartu, Gomez, Geyer, Hulet, Phillips, and Valladolid. Unanimous. Motion carried.

3. PUBLIC HEARING: ANNEXATION - FILE ANEX25-0003.

This time has been set aside for the Commission to hear comments from the public regarding an annexation and zoning project request to be known as The Ridges at High Terrace, submitted by Bill B. Isley and represented by Sunrise Engineering. The subject property, known as RPR3851011410, RPR3851011411, RPR3851011506, entails 81.78 acres (more or less) with the proposed zoning designation of Residential Low Density (RL) and a proposed Future Land Use designation of Residential.

Phillips opened the public hearing at 6:33 PM.

Bill Isley, owner, presented a history of the property, road and infrastructure system designed by the City, and water tank placement locations more than 50 years ago. The property was purchased by non-developers and the property remained undeveloped, until now. This project will provide connectivity the City desired. When the last section of property is acquired, four roads will connect this area.

Planning Manager **Becky Babb** of the City of Pocatello summarized the staff report. Babb noted the Staff report lists the request as a preliminary plat instead of an annexation. The staff report is for this annexation application.

No written public comments have been received regarding this application.

Staff concludes that the proposed annexation and zoning request is compliant with Pocatello City Code section 17.02.110.

Phillips opened the hearing for public comment at 6:42 PM.

Those in favor, neutral or opposed: none.

Rebuttal: none.

With no more public comments, **Phillip** closed the public hearing at 6:43 PM.

It was moved by **M. Hulet** and seconded by **A. Geyer** to recommend approval of the Annexation and Zoning application from Bill B Isley to annex and zone property located northwest of Center Street, finding the application meets the standards for approval under section 17.02.110 of Pocatello City Code, and to authorize the Chair to sign the findings of fact and recommendation. Those voting in favor were Bartu, Gomez, Geyer, Hulet, Phillips, and Valladolid. Unanimous. Motion carried.

4. PUBLIC HEARING: PRELIMINARY PLAT - FILE PP25-0002.

This time has been set aside for the Commission to hear comments from the public regarding a preliminary plat subdivision to be known as The Ridges at High Terrace Division 1-3 request submitted by Bill B. Isley and represented by Sunrise Engineering. The subject property, known as RPR3851011410, RPR3851011411, RPR3851011506, entails 81.78 acres (more or less). The request is to subdivide the property into 75 total lots.

Phillips opened the public hearing at 6:44 PM.

Rob Heuseveldt of Sunrise Engineering stated he is representing Bill Isley for this preliminary plat request. Is agreeable to the staff conditions. The previous plan was smaller lot sizes and townhomes. This plan has larger lot sizes and single-family homes. **Gomez** asked if the phase of divisions would slow down the road and water retention system completion, and what is the time line to complete the roads and water systems to the next phase? **Isley** stated 1 year from division 1 and division 2. Isley showed the Commission how the roads and water connections would be developed through the project.

Planning Manager **Becky Babb** of the City of Pocatello summarized the staff report. Babb noted that the approval of the preliminary plat is subject to City Council's approval and transmitted decision of the Annexation application.

No written public comments have been received regarding this application.

Staff concludes that the proposed preliminary plat application is compliant with Pocatello City Code Section 16.20.050 assuming the following conditions are met: **1)** All comments contained in the Public Works Memorandum, dated April 2, 2025, shall be adhered to; **2)** 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; and **3)** All other standards or conditions of Municipal Code not herein stated but applicable to land subdivision and residential development shall apply; and **4)** Approval of the preliminary plat is subject to City Council's approval and transmitted decision of the Annexation and zoning decision.

Merril Quayle, Development Engineer of the City of Pocatello clarified that grading had been done through Bannock County, as the property is in the County at this time. The water tower is being placed by the City in coordination with the County. All the grading will be done at once and graveled for emergency service access.

Phillips opened the hearing for public comment at 6:57 PM.

Those in favor, neutral or opposed: none.

With no public comments, **Phillip** closed the public hearing at 6:58 PM.

It was moved by **M. Hulet** and seconded by **A. Geyer** to approve the Ridges at High Terrace Divisions 1-3 application, submitted by Sunrise Engineering on behalf of Bill Isley, finding the application does meet the standards for approval under Section 16.20.050 of Pocatello Municipal Code, with conditions listed in the staff report and to add a fourth condition that approval of the preliminary plat is subject to City Council's result of the annexation and zoning application, and to authorize the Chair to sign the findings of fact and decision. Those voting in favor were Bartu, Gomez, Geyer, Hulet, Phillips, and Valladolid. Unanimous. Motion carried.

4. ADJOURN.

With no other business, Phillips closed the meeting at 7:00 PM.

Submitted by:

Aceline McCulla, Secretary

Approved on:

AGENDA 3



PLANNING & ZONING COMMISSION

HEARING: JUNE 11, 2025

STAFF REPORT

FILE: PP25-0004

APPLICANT: Brady Smith
OWNER: Roy Flores
REQUEST: Preliminary Plat
LEGAL DESCRIPTION: Lot 10 Block 4 South Park Subdivision
GENERAL LOCATION: 3524 Jason Avenue
STAFF: Matthew G. Lewis, Planning Manager

SUMMARY & CONDITIONS:

In consideration of the application, staff concludes that the proposed preliminary plat is **compliant** with Pocatello City Code Chapter 16.20.050 assuming the following conditions are met:

1. All comments contained in the Public Works Memorandum shall be adhered to;
2. Based on Municipal Code Section 17.05.610 B.3. each end unit shall include a minimum of forty-five percent (45%) of landscaping in the front yard area;
3. 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; and
4. All other standards or conditions of Municipal Code not herein stated but applicable to land subdivision and residential development shall apply.

OPTIONAL MOTIONS:

1. Approval of the Application: Decision: "Move to **approve** the preliminary plat application request by Roy Flores for the Jason Avenue Townhouses subdivision, finding the application does meet the standards for approval under Chapter 16.20.050 of Pocatello Municipal Code, with conditions listed in the staff reports **[insert any additional conditions]**, and to authorize the Chair to sign the Findings of Fact and Decision.

2. Denial of the Application: "Move to **deny** the preliminary plat application by Roy Flores, finding the application **does not** meet the standards for approval under Chapter 16.20.050 of Pocatello City Code (**state reason for denial**) and authorize the Chair to sign the Findings of Fact and Decision.

GENERAL BACKGROUND:

Request: Brady Smith on behalf of Roy Flores has submitted a preliminary plat application to subdivide 0.86-acres (more or less) of land into 13 lots for a townhome development.

Physical Characteristics of the Site: The site addressed as 3534 Jason Avenue was originally platted as part of Lot 10 Block 4 South Park Subdivision. A single-family home was razed with no other structures on site.

Notification: Notice was posted on the subject property and published in the Idaho State Journal on May 27, 2025. All property owners within three hundred feet (300') of the external boundaries of the subject property have been provided notice of the public hearing in order that they may provide comment on the proposed zoning map amendment. No written comments were received from the public prior to the publishing of this staff report.

Planning & Zoning Commission Action: After notice, the Planning and Zoning Commission shall hold a hearing to consider the request and render a recommendation. The commission shall submit findings of fact and recommendation to the City Council within forty-five (45) days following closure of the public hearing.

ATTACHMENTS:

- A. Plat with Aerial
- B. Public Works Memorandum

CRITERIA FOR REVIEW: The Planning and Zoning Commission and City Council shall review the facts and circumstances of each proposal in terms of the standards listed in the table below:

Table 1. Preliminary Plat Review Criteria Analysis

REVIEW CRITERIA (16.20.050):				
Compliant			City Code and Staff Review	
Yes	No	N/A	Code Section	Analysis
☒	☐	☐	16.20.050 A	The subdivision proposal complies with applicable provisions of this title.
			<i>Staff Review</i>	The proposal is compliant with all applicable standards of Title 16, provided that all comments and conditions are met.
☒	☐	☐	16.20.050 B.	The subdivision proposal complies with all applicable city design standards and development regulations.
			<i>Staff Review</i>	Assuming all conditions and corrections are met, the proposed subdivision is compliant with all applicable city design standards and development regulations. See further discussion for Criteria 16.20.050 A-H and the Public Works Memorandum (Attachment A).
☒	☐	☐	16.20.050 C.	The subdivision proposal complies with all applicable zoning requirements of the underlying zoning district, applicable overlays, and other applicable development standards.

			<i>Staff Review</i>	DENSITY & LOT DESIGN: The subject property is zoned Residential Medium Density Single-family (RMS). The applicant is proposing to subdivide the property into twelve (12) townhome lots and one (1) common lot. The minimum lot size in the RMS zoning district is 3,630 sq. ft. for a townhome dwelling. Section 17.05.330: Infill Development Parcel Criteria allows the lot size to be decreased by up to 60%, or 2,178 sq. ft. The smallest lot proposed is 2,406 sq. ft. (more or less), thus meeting the criteria for density and lot design.
☒	☐	☐	16.20.050 D.	All public facilities including streets, sidewalks, curbs, gutters, water, sewer, fire protection, and sanitation services can be provided to the newly created lots and accommodate future extension to adjacent land. 1. The use of a "control strip" intended to control or prevent the future extension of public facilities or development of adjacent land is prohibited.
			<i>Staff Review</i>	R.O.W. Improvements: Curb, gutter and sidewalk will be required along the Jason Avenue frontage. See the Public Works Memorandum for further comments/conditions regarding proposed streets/ROW improvements (Attachment B). The units will be accessed from Jason Avenue via a private circular drive. The latter shall be constructed to meet Fire Department minimum width and material standards. WATER, SEWER, & STORMWATER: Water and sewer are available to extend to the proposed subdivision and shall be subject to all applicable Municipal Standards prior to acceptance of the final plat. Water and sewer connections shall be extended to each residential lot. All development must comply with City Erosion and Sediment Control and Stormwater management requirements. See the attached Public Works Memorandum (Attachment B) for additional comments/conditions pertaining to water, sewer and stormwater requirements. UTILITY PROVIDER & CITY DEPARTMENT NOTICE: Pursuant to Municipal Code 16.20.040F, utility providers and affected City departments were provided notice on May 5, 2025. To date, no comments have been received from the Utility providers receiving notice. The applicant is responsible for contacting all private utility companies for extension of services such as power, natural gas, and internet services. City Department comments/conditions are summarized in Attachment A.

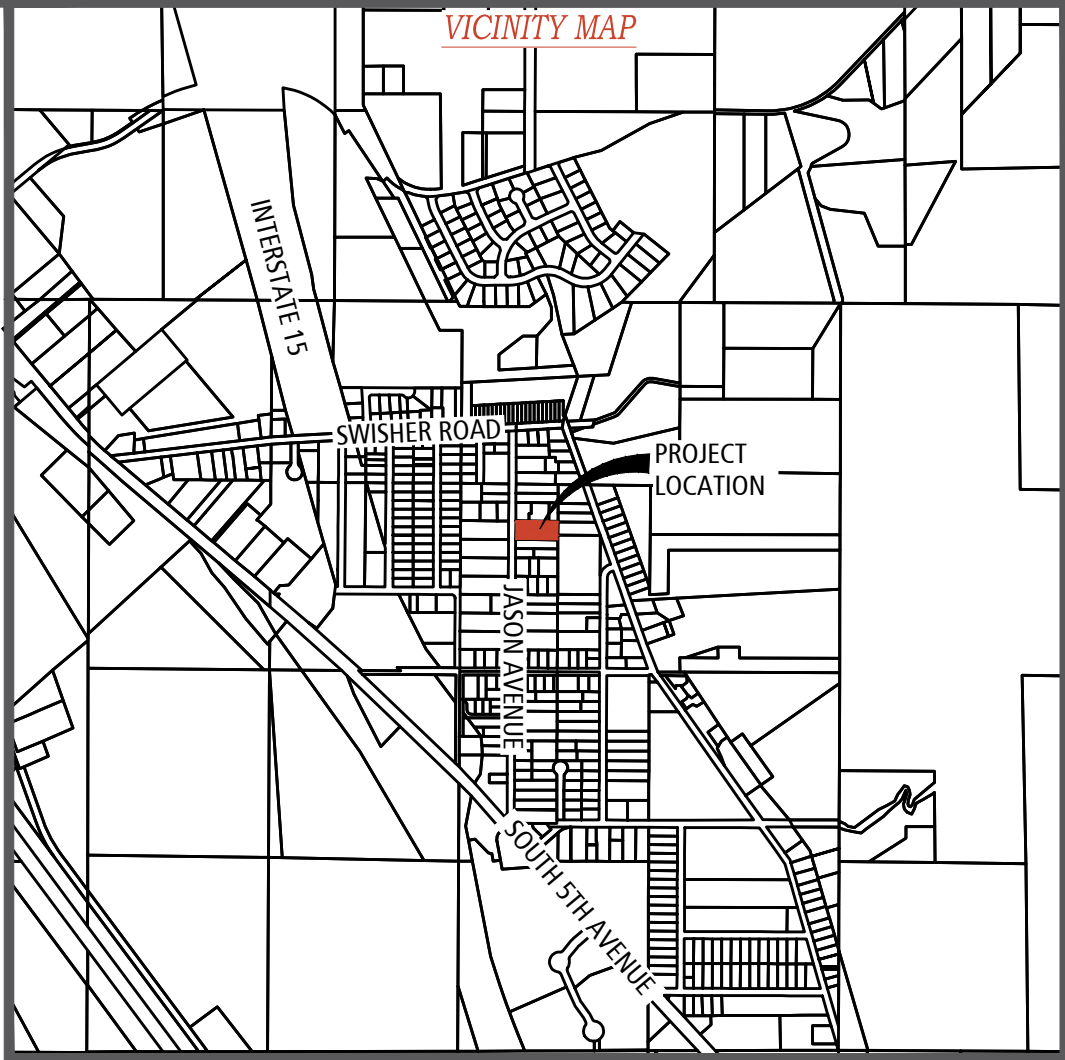
				PRIVATE COVENANTS, RESTRICTIONS & CONDITIONS: Recorded Owner's Covenants, Conditions and Restrictions (CC &R's) for the subdivision, if any, must be submitted after the recording of the final plat.
☒	☐	☐	16.20.050 E.	If city public works determines that the proposed subdivision will result in significant traffic impacts pursuant to subsection 16.20.030V of this chapter, then a "traffic impact study" will be required as part of the commission's review.
			<i>Staff Review</i>	Municipal subsection 16.20.030V states that a traffic impact study will be required for any subdivision creating one hundred (100) or more peak hour trips based on the Institute of Transportation Engineers' "Trip Generation Handbook" (current edition). A traffic impact study may be waived by the Public Works Department upon the receipt of an approved traffic analysis to be included with the application. A traffic impact study has not been required as part of the application review.
☒	☐	☐	16.20.050 F.	The proposal provides for a continuation of a connected transportation system unless topography or natural features prevents a connection to abutting streets or property.
			<i>Staff Review</i>	As previously mentioned primary ingress/egress to the development is from Jason Avenue. The parcel abuts development in all directions thus extension of the private drive beyond what is proposed is not possible at this time.
☒	☐	☐	16.20.050 G.	The proposed subdivision provides for bicycle and pedestrian transportation routes and amenities in accordance with Bannock transportation planning organization's most recent adopted bicycle and pedestrian plans.
			<i>Staff Review</i>	The Bannock Transportation Planning Organizations adopted bicycle and Pedestrian Plan does not include the area as a proposed Bicycle route.
☒	☐	☐	16.20.050 H.	Public utilities are provided to the newly created lots in public rights of way or in appropriately sized easements. (Ord. 2971, 2016)
			<i>Staff Review</i>	Public utilities are available within Jason Avenue and are available to extend through to provide service to the newly created lots. Public utilities shall be located within either the right-of-way or access easements/utility easements. See Criteria 16.20.050.D for additional comment.

ATTACHMENT A

PRELIMINARY PLAT WITH AERIAL

JASON AVENUE TOWNHOUSES

A REPLAT OF LOT 10 BLOCK 4 OF THE SOUTH PARK SUBDIVISION
PROJECT LOCATED IN SECTION 6, TOWNSHIP 7 SOUTH, RANGE 35 EAST, BOISE
MERIDIAN, BANNOCK COUNTY, IDAHO



VISUALIZE
Engineering & Design LLC
100 E. 17TH ST. SUITE 200
BOISE, IDAHO 83725
PHONE: 208.333.1000
FAX: 208.333.1001
info@visualizeeng.com

SHEET INFORMATION

DESIGNER:	BS	REVIEWER:	MT
REVISIONS			
#	DATE	BY	DESCRIPTION
1			
2			

INTELLECTUAL PROPERTY NOTICE
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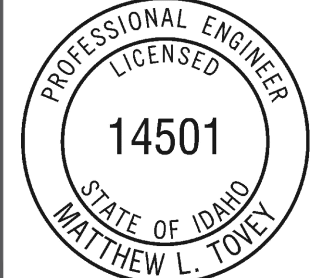
ROY FLORES

JASON AVENUE TOWNHOUSES

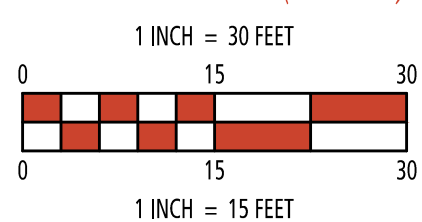
PRELIMINARY PLAT

DRAWING STATUS

PRELIMINARY



HALF SIZE SCALE (12"x18")

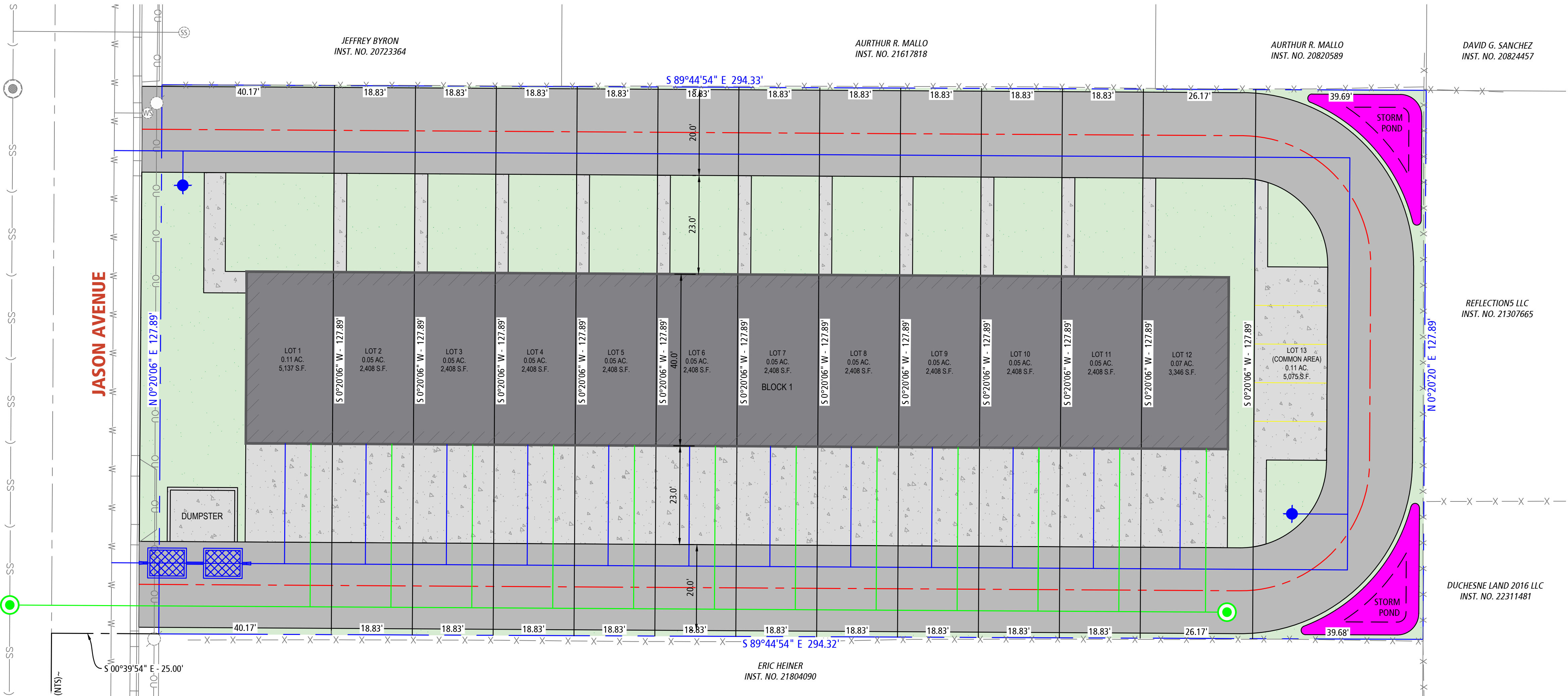


FULL SIZE SCALE (24"x36")



***DOCUMENT IS
PRELIMINARY IN NATURE
AND IS NOT INTENDED
FOR CONSTRUCTION***

JASON AVENUE

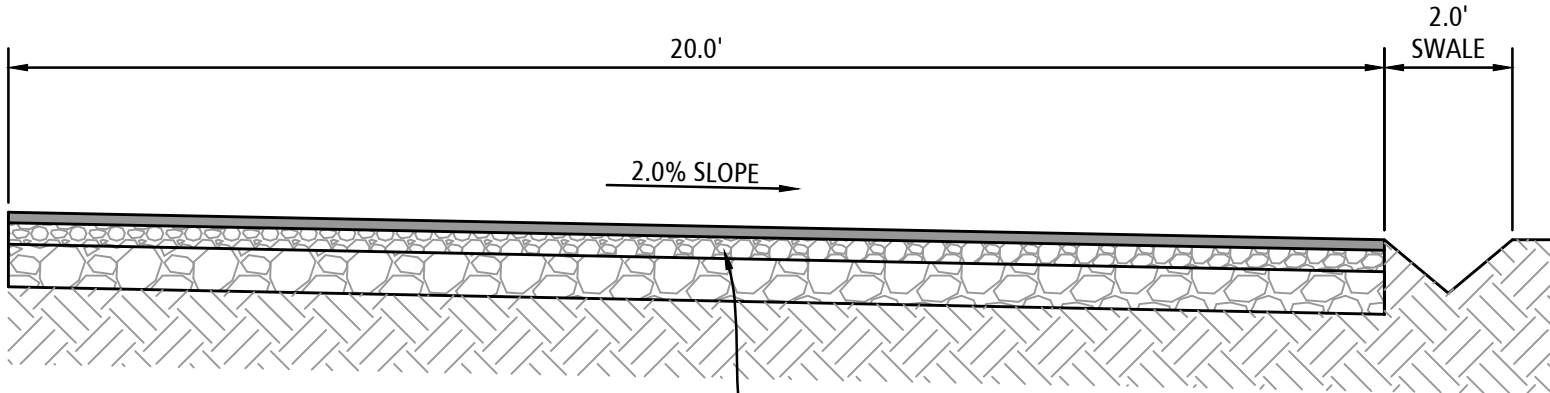


REFLECTIONS LLC
INST. NO. 21307665

DUCHESNE LAND 2016 LLC
INST. NO. 22311481

ERIC HEINER
INST. NO. 21804090

6
CENTER 1/4 SECTION 6
FOUND 5/8" REBAR
WITH ALUMINUM CAP
STAMPED C 1/4 LS 4430
CP&F INSTRUMENT NO. 642515, 753014



PRIVATE DRIVE SECTION DETAIL
(NOT TO SCALE)

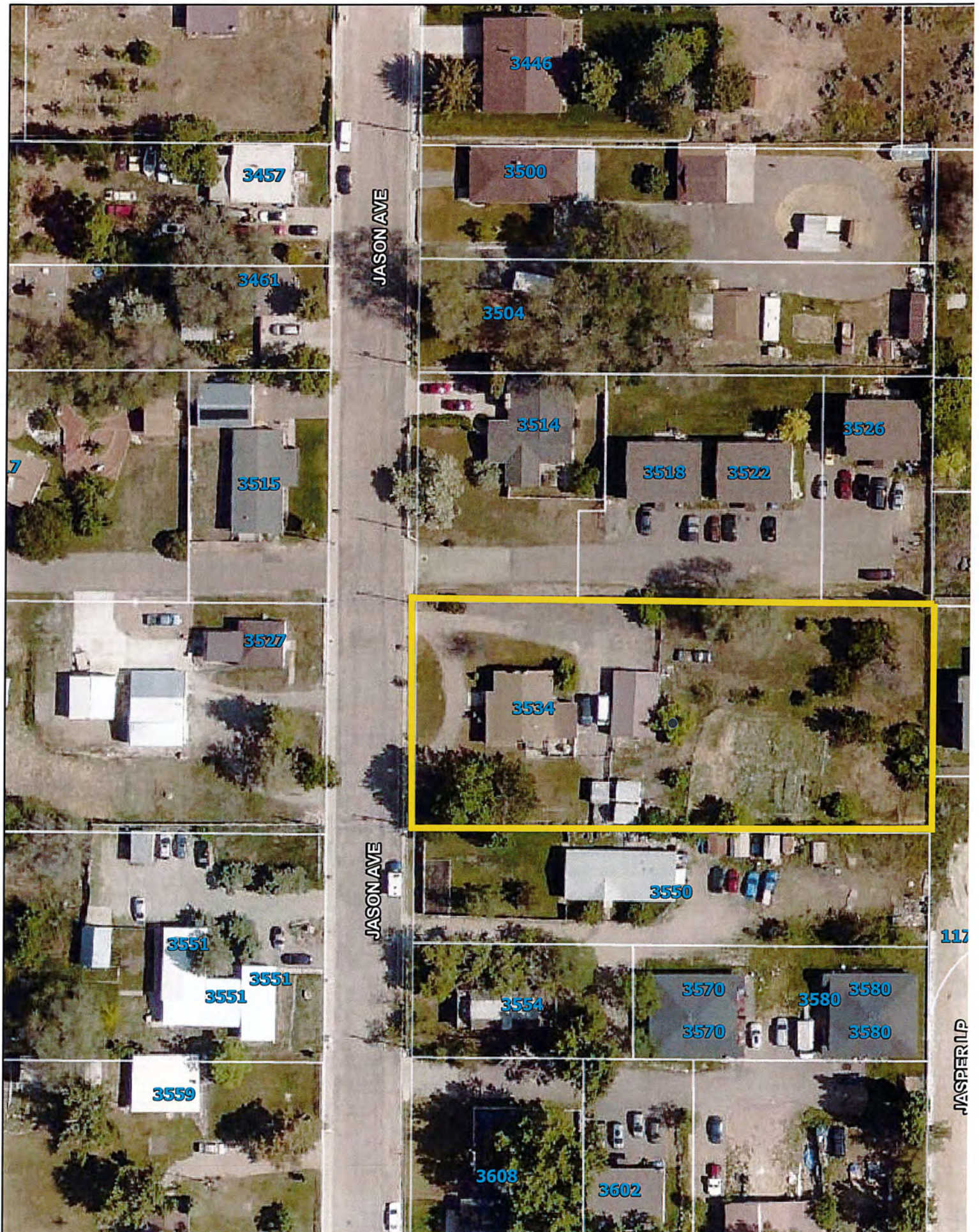
NOTES

- EXISTING ZONING: RESIDENTIAL MEDIUM DENSITY SINGLE FAMILY (RMS)
- LOT SIZE DATA
REQUIRED MINIMUM: 3,630 S.F. / 1,452 S.F. USING INFILL STANDARD
PROPOSED MINIMUM: 2,408 S.F.
- SUBDIVISION STATS
13 TOTAL LOTS
12 RESIDENTIAL
1 COMMON AREA
- GAS, POWER, CABLE TV ETC. TO BE PROVIDED

LEGEND

---	PROPOSED BOUNDARY LINE
---	PROPOSED PROPERTY LINE
---	PROPOSED EASEMENT LINE
---	PROPOSED CENTER LINE
---	SECTION LINE
---	COUNTOUR LINES
---	WATER LINE
---	IRRIGATION LINE
---	SEWER LINE
---	STORM LINE
---	UNDERGROUND / OVERHEAD POWER LINE
---	GAS LINE
---	TELEPHONE / FIBER LINE
---	CABLE TV LINE
---	SIDEWALK
---	STANDARD CURB / RIBBON CURB
---	FIRE HYDRANT / WATER VALVE
---	WATER METER / WATER SERVICE
---	IRRIGATION BOX / IRRIGATION SERVICE
---	SEWER MANHOLE
---	SEWER SERVICE
---	STORM MANHOLE / STORM CATCH BASIN
---	POWER POLE / POWER BOX
---	GAS METER
---	TELEPHONE BOX / FIBER OPTIC BOX
---	CABLE TV BOX

Pocatello Planning Map



ATTACHMENT B

PUBLIC WORKS MEMORANDUM

Memorandum

To: Matthew Lewis, Senior Planner

From: Merrill Quayle PE, Public Works Development Engineer
Brandy Werre, Engineer Technician
Jake Murphy, Sr. Engineering Technician

Date: 6.2.2025

Re: Jason Avenue Townhouses - P&Z Preliminary Plat (6.11.2025) Application #PP25-0004

The Public Works Department has reviewed the preliminary plat application for the above-mentioned project and submits that the following changes and items shall be addressed prior to final plat application.

Plat Conditions

1. The final plat shall meet all the requirements defined in section **16.24.040: Final Plat Requirements** of the Subdivision Ordinance.
2. Subdivision Plat shall conform to all state and local laws and ordinances.
3. The subdivision plat shall be formatted per Bannock County's requirements and reproducible on an 8.5x11 sheet of paper per Bannock County instructions.
4. Notes on the Plat shall be approved by the City of Pocatello Engineering and Legal Department prior to recording.
5. Provide adjoining property owners recorded deeds, a copy of all recorded easements, and document(s) which grants the signatory to sign the plat on behalf of the owner(s) to the City Surveyor at the time of final application for review.
6. The plat shall be black opaque ink, no gray scale or color.
7. Add note, Easements not depicted: All lots in this subdivision are subject to a drainage easement equal to the primary structure setback line along all lot lines. Lots must be graded and maintained so as to minimize drainage to adjoining properties.
8. Include in the owner's certificate and note, Easements not depicted: There is an easement for refuse pickup that is within the parking area. Also add this paragraph to the owner's certificate. "The undersigned owner(s) of real property located within the Jason Avenue Townhouse Plat, hereby grant permission to the City of Pocatello Sanitation Department to drive City vehicles onto the asphalt/concrete and any other private property in order to provide garbage service at the above location including vehicles needed to perform clean-up maintenance on such private property. Owner(s) release and hold harmless the City of Pocatello, a municipal corporation of Idaho, and its employees from any liability and will accept full responsibility for damages to the driving surface area, Owner(s) acknowledge and agree are beyond the control of the City of Pocatello and its employees.

Development Conditions

1. Sidewalk adjacent to Jason Ave. shall be shown and installed at the time of construction.
2. Idaho Power pole northwest corner of the subdivision shall be relocated.



3. Place a sanitary sewer manhole behind the sidewalk to identify private and public maintenance responsibilities.
4. Dumpster pad, look at possible relocation to the southeast corner.
5. Stormwater ponds are on the uphill side, look at possible relocate in a swale behind the sidewalk and adjacent to Jason Ave. or demonstrating how water will get to the ponds.
6. Relocate fire hydrant adjacent to Jason Ave to connect to city mainline in Jason Ave. This can be a public hydrant.
7. Replace swale on the south side of the subdivision with 6-inch high back curb for drainage purposes.
8. Show curb stops for each townhouse.
9. After further review, the private water main line may not need to loop as shown. The fire hydrant shown to the east end of the subdivision will not be required. If not looped, can terminate after the last townhouse to the east. Termination should have a 2-inch minimum hydrant for flushing.

General Conditions

1. One (1) full sized copies of construction drawings for right-of-way and infrastructure improvements shall be submitted for review under section **16.24.030(D): Final Plat Application Requirements** of the Subdivision Ordinance.
2. Proposed right-of-way and infrastructure shall be designed by a licensed engineer in the State of Idaho and constructed by a contractor licensed and in good standings with the City of Pocatello and Public Works and meet all local, state, and federal regulations and standards.
3. If the developer desires to record the final plat prior to completion of all the required public infrastructure and improvements, then the developer shall be required to adhere to section **16.24.110: Subdivision Surety Bond and Warranty Bond** of the Subdivision Ordinance.
4. All items above will need to be addressed in accordance with section **16.24.080(A): Recording of Final Plat** of the Subdivision Ordinance.
5. A qualified engineer shall submit a written analysis of the storm water plan. This will include but not be limited to the associated calculations, pipe size, design details showing that the proposed design meets the Portneuf Valley Stormwater Design Manual current storm water requirements.
6. An erosion and sediment control plan and a final stabilization plan will be required as part of the final plat application.
7. Per section **800 Geotechnical and Earthwork**, Structures shall not be permitted on slopes of 20 percent or greater without a civil site plan by a licensed engineer in the State of Idaho. Included in this section, **800.08 Grading**, slopes over 15% require engineered grading with recommendations included in a geotechnical engineering report and incorporated in the grading plans or specifications. Guidelines for Soils Engineering Report Risk Analysis Elements can be found in Appendix B of the City of Pocatello Design Principles and Standards.
8. Utility and street light approval is required by the City.
9. US Mail box units with ADA access required and location approved by the Post Master and the City of Pocatello.



AGENDA 4

**PLANNING & ZONING COMMISSION
HEARING: JUNE 11, 2025
STAFF REPORT**

FILE: MA25-0002

APPLICANT: Pocatello Planning & Development Services
OWNER: City of Pocatello
REQUEST: Map Amendments
GENERAL LOCATION: Pocatello Regional Airport Development Area
STAFF: Jim Anglesey, Long-Range Senior Planner

SUMMARY & CONDITIONS:

In consideration of the application, staff concludes that the proposed map amendments are **compliant** with Pocatello City Code § 17.02.120 & 17.02.170. A full analysis is detailed within this staff report.

OPTIONAL MOTIONS:

1. Approval of the Application: “Move to recommend **approval** of the map amendment application from the City of Pocatello to amend the future land use map and to rezone airport property as presented finding the application meets the standards for approval under § 17.02.120 & 17.02.170 of Pocatello City Code, and authorize the Chair to sign the Findings of Fact & Recommendation.

2. Denial of the Application: “Move to recommend **denial** of the map amendment application from the City of Pocatello, finding the application **does not** meet the standards for approval under § 17.02.120 & 17.02.170 of Pocatello City Code (**state reason for denial**) and authorize the Chair to sign the Findings of Fact & Recommendation.

GENERAL BACKGROUND:

Request: The City of Pocatello, represented by the Planning & Development Services Department, has submitted a map amendment application to amend the future land use map to re-designate certain areas of the subject property from Industrial (I) to Employment (E) and to rezone certain areas of the subject property from Airport (A) to Industrial (I), Light-Industrial (LI), Office Park (OP), and Commercial General (CG) (See attached maps).

Physical Characteristics of the Site: The Pocatello Regional Airport Development Area consists of 1,002 acres (more or less). The property is currently either undeveloped or developed with various industrial services.

Notification: Notice was posted on the subject property and published in the Idaho State Journal on May 27, 2025. All property owners within three hundred feet (300') of the external

boundaries of the Development Area have been provided notice of the public hearing in order that they may provide comment on the proposed zoning map amendment. No written comments were received from the public prior to the publishing of this staff report.

Planning & Zoning Commission Action: After notice, the Planning and Zoning Commission shall hold a hearing to consider the request and render a recommendation. The commission shall submit findings of fact and recommendation to the City Council within forty-five (45) days following closure of the public hearing.

ATTACHMENTS:

A. Future Land Use Map Designation & Proposed Zoning

CRITERIA FOR REVIEW: The Planning and Zoning Commission and City Council shall review the facts and circumstances of each proposal in terms of the standards listed in the table below:

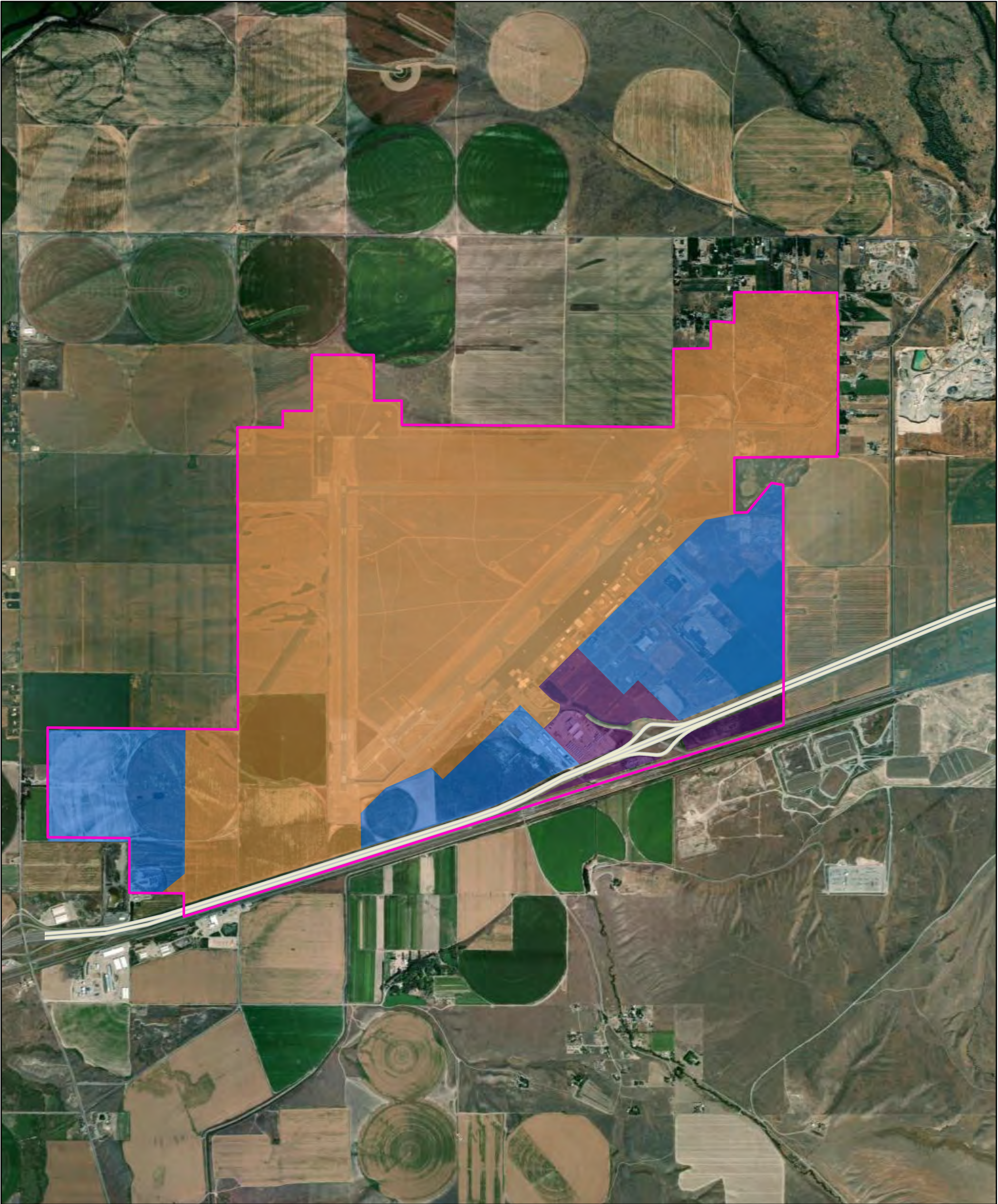
Table 1. Zoning Map Amendment Review Criteria Analysis

REVIEW CRITERIA (17.02.170.E):				
Compliant			City Code and Staff Review	
Yes	No	N/A	Code Section	Analysis
☐	☐	☒	17.02.120.C1	To correct errors in the plan.
				The proposed changes to the Future Land Use Map are not a result of errors in the plan, they are in response to forecasted land uses for potential development.
☒	☐	☐	17.02.120.C2	To recognize substantial changes in the actual conditions of the area.
				The proposed changes to the Future Land Use Map are in response to forecasted land uses for potential development which is considered a change in the conditions of the area since the adoption of the Map.
☒	☐	☐	17.02.170.E1	How the requested zoning at the location in question would be in the community's best interest.
			<i>Staff Review</i>	The subject land is currently zoned Airport (A). This zone requires any development in the Airport Development Area to be reviewed by Pocatello Regional Airport Advisory Committee and adhere to the design standards within the Pocatello Regional Airport Development Plan. The plan, however is outdated (2014) and in order to streamline development permitting processes and to allow more flexibility in development, Airport and Planning staff have determined that the best option is to rezone lands not governed by FAA regulations to commercial and industrial zones that fit forecasted land uses for potential development.
☒	☐	☐	17.02.170.E2	How the list of uses permitted by the zoning ordinance would blend with surrounding land uses.
			<i>Staff Review</i>	Code Section 17.03.300 states that <i>"The CG zoning district is designed to accommodate a full range of retail, office and civic</i>

				<i>uses with a citywide and/or regional trade area.... The OP zoning district provides appropriate locations for combining light industrial, office, business, research and development activities, and secondary small-scale commercial uses that serve the employees and businesses in the office park zone, e.g., hotels, restaurants, daycare, personal services and fitness centers, in a campus like setting.... The LI zoning district provides appropriate locations for general industrial uses including industrial service, light industrial production, research and development, warehousing and freight movement, and wholesale sales activities with minimal impacts on neighboring properties due to nuisance characteristics such as noise, glare, odor, and vibration.... The I zoning district provides appropriate locations for intensive industrial uses including industrial service, manufacturing and production, warehousing and freight movement, railroad yards, waste related, and wholesale sales activities. Activities in the I district include those which involve the use of raw materials, require significant outdoor storage and generate heavy truck and/or rail traffic. Because of these characteristics, industrially zoned property should be carefully located to minimize impacts on established residential, commercial, and light industrial areas.” The proposed changes will provide a mix of uses which is recommended in the Airport Development Plan as well as what is envisioned in potential development plans on the subject land.</i>
☒	☐	☐	17.02.170.E3	If the subject site is physically suitable for the type and intensity of land uses permitted under the proposed zoning district.
			<i>Staff Review</i>	This property is currently either undeveloped or developed with various industrial services. All proposed zoning will match existing development. All land is virtually flat and physically suitable for development.
☒	☐	☐	17.02.170.E4	If the uses permitted in the proposed zoning district would be adequately served by public facilities and services such as thoroughfares, police and fire protection, drainage, refuse disposal, water, sewer, and schools, to ensure the public health, safety and general welfare.
			<i>Staff Review</i>	All utilities and services are readily available to the subject property but will likely need to be upgraded as new development occurs. Police and fire protection are adequate for existing development but will likely need to be expanded as development occurs. Such expansion may require the addition of a police substation and additional fire apparatus stationed in the Airport Development Area.
☒	☐	☐	17.02.170.E5	If the uses permitted in the zoning district would be compatible in terms of their scale, mass, coverage, density, and intensity with adjacent land uses.

			<i>Staff Review</i>	Proposed zoning changes compliment existing and proposed development with commercial zones transitioning into office park then industrial zones all of which are appropriate to be located adjacent to each other.
☒	☐	☐	17.02.170.E6	Whether the proposed zoning designation is consistent with the Future Land Use Map designation.
			<i>Staff Review</i>	Proposed changes include an amendment to the Future Land Use Map, extending the amount of land designated as Employment (E) which allows Commercial General (CG) and Office Park (OP) zoning districts thus minimizing land designated as Industrial (I) which allows Office Park (OP), Light Industrial (LI), and Industrial (I). Changes to the Future Land Use Map are considered to be minor adjustments but necessary to meet forecasted land use for potential development.

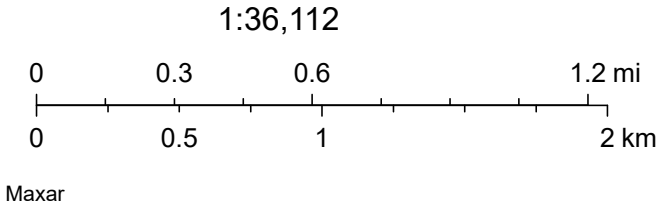
Existing Future Land Use Map (2023)



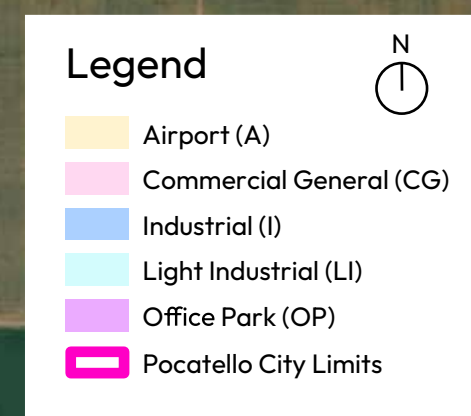
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Future Land Use

- E
- I
- SD



AIRPORT REZONE



Airport (A)

Light Industrial (LI)

Office Park (OP)

Commercial General (CG)

Industrial (I)

Industrial (I)

Thunderbolt St
Fortress St
Beechcraft

Airport Way

Interstate-86

Boeing Ave