



**CITY OF POCATELLO, IDAHO
CITY COUNCIL
CLARIFICATION MEETING
MAY 15, 2025**

AGENDA ITEM NO. 1: ROLL CALL

Mayor Brian Blad called the City Council Clarification meeting to order at 5:33 p.m. Council members present were Rick Cheatum, Linda Leeuwrik, Brent Nichols, and Hayden Paulsen. Council member Corey Mangum was excused.

AGENDA ITEM NO. 2: DISCUSSION

Mayor Blad and City Council members discussed items listed on the May 15, 2025 Regular City Council Meeting agenda. Staff members clarified agenda item information for City Council members.

AGENDA ITEM NO. 3: ADJOURN

Mayor Blad adjourned the City Council Clarification Meeting at 5:42 p.m.

APPROVED BY:

BRIAN C. BLAD, MAYOR

ATTESTED BY:

KONNI R. KENDELL, CITY CLERK

PREPARED BY:

AUBRIANA T. RESENDES, DEPUTY CITY CLERK



**CITY OF POCATELLO, IDAHO
CITY COUNCIL
REGULAR CITY COUNCIL MEETING
MAY 15, 2025**

AGENDA ITEM NO. 1: ROLL CALL AND PLEDGE OF ALLEGIANCE

The Regular City Council meeting was called to order at 6:00 p.m. by Mayor Brian Blad. Council members present were Rick Cheatum, Linda Leeuwrik, Brent Nichols, and Hayden Paulsen. Council member Corey Mangum was excused.

Mayor Blad led the audience in the pledge of allegiance.

AGENDA ITEM NO. 2: INVOCATION

The invocation was offered by Dean Giesbrecht, representing Watersprings Pocatello.

Mayor Blad announced Agenda Item No. 9 had been pulled from the agenda.

AGENDA ITEM NO. 3: CONSENT AGENDA

Council was asked to consider the following business items:

- (a) MATERIAL CLAIMS**
Approve the Material Claims for the period of May 1 - 15, 2025 in the amount of \$ 2,811,060.97.
- (b) TREASURER'S REPORT**
Approve the Treasurer's Report for March 2025 showing cash and investments as of March 30, 2025 in the amount of \$3,985,742.59.
- (c) CITY COUNCIL DECISION – ANNEXING APPROXIMATELY 77.95 ACRES OF LAND LOCATED NORTH OF EAST CENTER STREET AND SOUTHEAST OF VISTA DRIVE**
Adopt the Council's decision annexing approximately 77.95 acres of land located north of East Center Street and southeast of Vista Drive. The subject property will be zoned Residential Low Density (RL).

A motion was made by Ms. Leeuwrik, seconded by Mr. Cheatum, to approve the items on the Consent Agenda. Upon roll call, those voting in favor were Leeuwrik, Cheatum, Nichols, and Paulsen.

AGENDA ITEM NO. 4: PROCLAMATIONS

Mr. Cheatum, on behalf of Mayor Blad, proclaimed May 18-24, 2025 to be National Public Works Week and encouraged all citizens to join with representatives of the American Public Works Association and government agencies in activities, events, and ceremonies designed to pay tribute to our public works professionals, engineers, managers, and employees and to recognize the substantial contributions they make protecting our national health, safety, and quality of life.

Jeff Mansfield, Public Works Director, accepted the proclamation and thanked the Council for the recognition. He shared that this year's American Public Works Association theme, "People, Purpose, and Presence," reflects the dedication of public works professionals who quietly work behind the scenes to serve the community and improve quality of life. He encouraged the public to thank staff for their service.

Ms. Leeuwrik, on behalf of Mayor Blad, proclaimed the week of May 11 - 17, 2025, as National Police Week in Pocatello and called upon all citizens to observe May 15 as Law Enforcement Memorial Day, and encouraged all citizens to commemorate the week with appropriate ceremonies and activities honoring police officers, past and present, who through their faithful and devoted service have contributed to their communities, and to pay tribute to peace officers who, through courageous deeds, have lost their lives or become disabled in the line of duty.

Roger Schei, Police Chief, accepted the proclamation and thanked the Mayor and Council for the recognition.

AGENDA ITEM NO. 5: CALENDAR REVIEW

Mayor Blad reminded Council members of the following meetings: May 27 Special City Council meeting at 10:00 a.m.; City Council Budget Development meetings at 9:00 a.m. on June 2, 3, 4, and 5; June 5 Clarification meeting at 5:30 p.m. and Regular City Council meeting at 6:00 p.m.; City Council Budget Development meetings at 9:00 a.m. on June 10 and 11; June 12 City Council Work Session at 9:00 a.m.; all regularly scheduled City Council meetings on June 19 have been canceled for the Juneteenth holiday.

Mayor Blad announced May 23 - 26 will be Field of Heroes at Century High School; Ross Park Aquatic Center opens for the season, weather permitting, on May 24; City offices will be closed for the Memorial Day holiday on May 26. However, garbage, compost and recycling pick-ups will be on schedule; May 31 from 9 a.m. to 3 p.m. is Free Day at Zoo Idaho sponsored by Connections Credit Union; Dog licenses expire June 1 and the City is offering half-price dog licenses throughout the month of May. Licenses may be purchased at City Hall or the Animal Shelter; Mayor Blad congratulated all area high school graduates.

AGENDA ITEM NO. 6: TAXICAB LICENSE DENIAL APPEAL - VANZYVERDEN

Onnajohn VanZyverden was present to appeal the denial of his taxicab license, which was denied by the Pocatello Police Department.

Onnajohn VanZyverden, Pocatello resident, stated that he has appealed the denial of his taxi cab license, explaining past charges from 21 years ago. He acknowledged a misdemeanor child abuse conviction from 2004, explaining it stemmed from a difficult period in his life and emphasizing that he has since changed significantly. Mr. VanZyverden stated he has had no further criminal history, is now an Uber driver, and is focused on being a supportive husband and father.

Mallarie Bascom, Licensing Enforcement Officer, explained that Mr. VanZyverden's taxi license application was denied under City Code 5.56.5(e), which disqualifies applicants with convictions involving violence or moral turpitude. She stated that Mr. VanZyverden



was convicted in 2004 of a misdemeanor offense related to child abuse, stemming from an earlier incident in Utah. He received probation, a fine, and a suspended jail sentence. Ms. Bascom confirmed he disclosed the conviction on his application and was forthcoming about the matter. In response to questions from Council, Ms. Bascom clarified that although the conviction was a misdemeanor, it is still disqualifying under City Code 5.56.5(e) because it involves a crime of violence, specifically physical child abuse or neglect. She confirmed that Mr. VanZyverden was upfront about the conviction on his application.

Mr. VanZyverden acknowledged the incident occurred over 20 years ago, expressed remorse, and stated he has changed significantly since then. He described rebuilding relationships with his children and emphasized his commitment to being a responsible citizen.

A motion was made by Mr. Paulsen, seconded by Mr. Cheatum, to overturn the decision of the Police Department and approve the taxicab license for Onnajohn VanZyverden. Upon roll call, those voting in favor were Paulsen, Cheatum, Leeuwrik, and Nichols.

AGENDA ITEM NO. 7: PUBLIC HEARING – POCATELLO HISTORIC PRESERVATION PLAN

This time was set aside for the Council to hear comments from the public regarding the Pocatello Historic Preservation Plan. Council was asked to adopt the proposed document as an official City plan by resolution.

Mayor Blad opened the public hearing.

Jim Anglesey, Long Range Planner, presented information regarding a proposed update to the Pocatello Historic Preservation Plan originally adopted in 2018. While the current plan effectively identifies historic architectural styles and preservation history, its goals lacked detailed objectives and implementation strategies. Since its adoption, significant progress has been made in outreach, education, and standardizing preservation guidelines in the historic district. The updated plan was developed with community input from surveys and public meetings and was reviewed during a recent City Council Work Session. Key goals for the next 10 years focus on survey and national register designations, public education and partnerships, policy and incentives, and training and operations. The plan aligns with the City's Comprehensive Plan by aiming to preserve the authenticity of neighborhoods, increase public awareness, support preservation-friendly regulations, and collaborate with communities to enhance neighborhood culture. He added that all public notice requirements were met. He stated no written comments had been received.

Mayor Blad announced no written comments had been received.

There being no public comments, Mayor Blad closed the public hearing.

A motion was made by Ms. Leeuwrik, seconded by Mr. Paulsen, to adopt a resolution (2025-13) approving the proposed Pocatello Historic Preservation Plan document as an official City plan. Upon roll call, those voting in favor were Leeuwrik, Paulsen, Cheatum, and Nichols.



Council expressed appreciation to staff for their effective and thoughtful planning efforts.

AGENDA ITEM NO. 8: FY 2024 PROJECT SAFE NEIGHBORHOOD (PSN) PROGRAM GRANT APPLICATION – POLICE DEPARTMENT

Council was asked to approve submission of the FY 2024 Project Safe Neighborhood (PSN) Grant Application in the amount of \$11,500.00, and if awarded, accept the grant and authorize the Mayor's signature on all applicable documents, subject to Legal Department review. Grant funding would be used to lease two (2) License Plate Readers (LPR) through Flock Safety and installed in Bannock County and Power County to assist in identifying and tracking vehicles involved in criminal activity. There is no required grant match.

A motion was made by Mr. Cheatum, seconded by Ms. Leeuwrik, to approve submission of the FY 2024 Project Safe Neighborhood (PSN) Grant Application in the amount of \$11,500.00, and if awarded, accept the grant and authorize the Mayor's signature on all applicable documents, subject to Legal Department review. Upon roll call, those voting in favor were Cheatum, Leeuwrik, and Nichols. Paulsen voted in opposition. The motion passed.

AGENDA ITEM NO. 9: FINAL PLAT APPLICATION – HOSPITAL VIEW DIVISION 1

As announced earlier, Agenda Item No. 9 to consider a final plat application submitted by JG Ventures, LLC, represented by Bryce Marsh, Horrocks Engineering (mailing address: 2194 Snake River Parkway, Suite 205, Idaho Falls, ID 83402) to subdivide 3.56 acres (more or less) into four (4) commercial lots and two (2) common lots, located east of Portneuf Medical Center, to be known as Hospital View Division 1, was pulled from the agenda.

AGENDA ITEM NO. 10: PROFESSIONAL SERVICES AGREEMENT – THE LAND GROUP

Council was asked to accept the recommendation of staff and approve a professional services agreement with The Land Group in the amount of \$106,775.00 to develop a landscaping plan for firewise and waterwise landscaping along interstate interchanges and South 5th Avenue and authorize the Mayor's signature on all applicable documents, subject to Legal Department review. The project is funded by a US Forest Service grant, administered by a Memorandum of Understanding (MOU) with the Idaho Department of Lands.

A motion was made by Mr. Nichols, seconded by Ms. Leeuwrik, to approve a professional services agreement with The Land Group in the amount of \$106,775.00 to develop a landscaping plan for firewise and waterwise landscaping along interstate interchanges and South 5th Avenue and authorize the Mayor's signature on all applicable documents, subject to Legal Department review.

In response to questions from Council, Hannah Sanger, Science and Environment Division Manager, presented information regarding a grant-funded project to redesign



landscaping in several areas, including the Center Street interchange, Pocatello Creek, Fourth and Fifth Avenues, and near the Pocatello sign. The designs will follow water-wise and firewise principles to reduce wildfire risk, particularly near interstates. Ms. Sanger confirmed the grant is active after a temporary pause. She explained that firewise practices involve removing flammable vegetation like junipers and tall grasses. The project will also serve as a demonstration site, with final plans available for public use.

Council noted the City recently received a \$1.75 million EPA grant, highlighting ongoing federal support.

Mr. Nichols' motion was voted upon at this time. Upon roll call, those voting in favor were Nichols, Leeuwrik, Cheatum, and Paulsen.

AGENDA ITEM NO. 11: AIRPORT LEASE TERMINATION, RESOLUTION AND LEASE AGREEMENT - AIRPORT

Council was asked to consider the following requests for 5,600 square feet of property at the airport, and authorize the Mayor's signature on all applicable documents, subject to Legal Department review:

(a) TERMINATION OF LEASE AGREEMENT

Approve termination of the lease agreement between the City of Pocatello and Stacy Meyer, dated November 5, 2020; and if approved

(b) ADOPT A RESOLUTION

Adopt a Resolution and approve a lease agreement between the City of Pocatello and JRM Flyers Club, LLC, for 5,600 square feet of property upon which JRM Flyers has purchased an aircraft hangar. The lease will be for a term of 40 years. Rental rate will be \$1,288.00 per year and will be increased annually according to the CPI with a full rate review in 2026 and every five (5) years thereafter.

A motion was made by Mr. Cheatum, seconded by Ms. Leeuwrik, to approve the termination of the existing lease agreement between the City of Pocatello and Stacy Meyer, dated November 5, 2020, and to adopt a Resolution (2025-14) and approve a new lease agreement between the City of Pocatello and JRM Flyers Club, LLC, for 5,600 square feet of property at the Pocatello Airport and authorize the Mayor's signature on all applicable documents, subject to Legal Department review.

In response to questions from Council, Alan Evans, Airport Manager, explained that the lease cancellation is due to the sale of a hangar previously owned by Stacy Meyers. The new owner, JRM Flyers, will assume the lease. Mr. Evans confirmed the hangar is sized for one or two aircraft and that the 40-year lease term requested by the new owner meets FAA requirements.

Mr. Cheatum's motion was voted upon at this time. Upon roll call, those voting in favor were Cheatum, Leeuwrik, Nichols, and Paulsen.



AGENDA ITEM NO. 12: LEASE AGREEMENT AND RESOLUTION – RIVERBEND COMMUNICATIONS, LLC

Council was asked to adopt a Resolution and approve a lease agreement with Riverbend Communications, LLC for a property easement to operate and maintain a broadcasting booster antennae and authorize the Mayor's signature on all applicable documents, subject to Legal Department review. The lease term will be three (3) years and the rental rate will be \$260.00 per month.

A motion was made by Mr. Cheatum, seconded by Mr. Paulsen, to adopt a Resolution (2025-15) and approve a lease agreement with Riverbend Communications, LLC for a property easement to operate and maintain a broadcasting booster antennae and authorize the Mayor's signature on all applicable documents, subject to Legal Department review. Upon roll call, those voting in favor were Cheatum, Paulsen, Leeuwrik, and Nichols.

AGENDA ITEM NO. 13: DECLARATION OF SURPLUS PROPERTY AND EQUIPMENT EXCHANGE AGREEMENT – SANITATION DEPARTMENT

Council was asked to accept the recommendation of staff and declare two (2) Sanitation Department vehicles as surplus property and approve an Equipment Exchange Agreement with Future Enterprises, Inc. to exchange the vehicles for cardboard recycling routes and containers and authorize the Mayor's signature on all applicable documents, subject to Legal Department review.

A motion was made by Mr. Cheatum, seconded by Ms. Leeuwrik, to declare two (2) Sanitation Department vehicles as surplus property and approve an Equipment Exchange Agreement with Future Enterprises, Inc. to exchange the vehicles for cardboard recycling routes and containers and authorize the Mayor's signature on all applicable documents, subject to Legal Department review.

Tom Kirkman, Director of Public Services, gave an overview of a proposal involving the planned surplus of sanitation trucks as part of the department's Capital Replacement Program. He explained that the department replaces vehicles every 7 to 8 years and may trade them in or auction them. Western Recycling, doing business as Future Enterprises, Inc., a longtime partner with the City, expressed interest in acquiring the surplus trucks. During discussions, the opportunity arose to exchange the trucks for approximately 59 to 60 commercial cardboard recycling containers and the associated customer accounts. Mr. Kirkman noted that this exchange aligns with the City Council's goal to expand commercial cardboard recycling services.

In response to questions from Council, Tom Kirkman confirmed the cardboard collection route is entirely within Pocatello and includes containers behind commercial businesses. The containers represent the full extent of Western Recycling's local operations, which will cease. Future Enterprises, Inc. has indicated they will continue serving a small number of customers in Chubbuck.

Mr. Cheatum's motion was voted upon at this time. Upon roll call, those voting in favor were Cheatum, Leeuwrik, Nichols, and Paulsen.



AGENDA ITEM NO. 14: ITEMS FROM THE AUDIENCE

There were no individuals signed up to speak at this time.

AGENDA ITEM NO. 15: ADJOURN

There being no further business, Mayor Blad adjourned the meeting at 6:41 p.m.

APPROVED BY:

BRIAN C. BLAD, MAYOR

ATTESTED BY:

KONNI R. KENDELL, CITY CLERK

PREPARED BY:

AUBRIANA T. RESENDES, DEPUTY CITY CLERK





**CITY OF POCATELLO, IDAHO
CITY COUNCIL
CITY COUNCIL WORK SESSION
JUNE 12, 2025**

**AGENDA ITEM NO. 1:
ROLL CALL**

Mayor Brian Blad called the City Council Work Session to order at 9:00 a.m. Council members present were Dakota Bates, Rick Cheatum, Linda Leeuwrik, Corey Mangum, Brent Nichols and Hayden Paulsen.

Mayor Blad announced that Agenda Item No. 5 had been pulled from the agenda.

**AGENDA ITEM NO. 2:
ARTIFICIAL INTELLIGENCE POLICY DISCUSSION**

Chris Sorensen, Chief Information Officer (CIO), provided an overview of the widespread use of generative artificial intelligence (AI) across industries and within the City, emphasizing the need for general and modifiable guidance for City employees as technology rapidly evolves. He highlighted growing cybersecurity risks, such as increasingly sophisticated phishing scams, deepfakes, and data hallucination, and stressed the critical need for users to verify AI-generated content. It was proposed that a document be developed to provide guidance to staff on the use of AI, and that the document could be modified as needed without requiring Council approval for each update, as updates would likely occur as often as monthly.

Council discussion included the role of Council in reviewing AI-related updates, transparency of the policy, the possibility and potential implications of the State of Idaho mandating a single AI platform, and avoiding restrictive and exhaustive policies. Additional topics included data privacy, ethical considerations, and safeguards to prevent external AI systems from accessing or using City data. The Council was in favor of further developing a policy. The Mayor and CIO will continue working on internal guidance language, with additional clarification to be presented to the Council.

**AGENDA ITEM NO. 3:
HOUSING TRUST FUND GRANT – AFFORDABLE HOUSING – 429 WASHINGTON AVENUE**

Christine Howe, Grants Manager, Brent McLane, Planning and Development Services Director, and Rhiannon Avery, Idaho Housing and Finance Association (IHFA) Program Manager, were present to provide information and answer questions from Council.

Ms. Howe gave an overview of the Housing Trust Fund (HTF) program administered by the Idaho Housing and Finance Association. She explained that Ms. Avery had contacted City staff regarding available funds, prompting an evaluation of potential projects that met the program parameters. Of the projects considered, it was determined that the project utilizing 429 Washington Avenue, the only remaining structure from the original Alameda Townsite, was the project with the best potential to fit the requisite timeline for use of the funds. Ms. Howe provided an overview of this City-owned property, highlighting its history and condition, as determined by environmental and building materials studies. An example project was illustrated that included demolishing the existing structure at 429 Washington Avenue and building four to six housing units. It was noted that HTF redevelopment funds available for this property total \$1.05 million and could be used to fund townsite clearance, building demolition, engineering/architectural

plans, and the construction of affordable housing units. Ms. Howe outlined recommendations and steps that would need to be taken should Council choose to proceed with such a project.

Council discussed the feasibility of pursuing Housing Trust Fund (HTF) support for redevelopment of 429 Washington Avenue, focusing on program requirements, long-term obligations, and property management. They confirmed that there was no match requirement, but if the property were to be sold in less than 30 years, the City would be obligated to return some of the funds to IHFA. It was discussed that the City would retain ownership of the property, which would not affect the property tax rolls. Housing Alliance and Community Partnerships was identified as a strong candidate for property management due to existing compliance standards and use of housing vouchers, though other qualified agencies could be considered through a request for proposal process. Council members emphasized designing with neighborhood context in mind and acknowledged the importance of preserving the site's historic value as the last remaining City of Alameda asset. While the \$1.05 million in HTF funds may not support six units, which would fit on the property, a smaller-scale construction project of four units including demolition and abatement is expected to meet program timelines and funding limits. Council supported moving the project forward to be addressed at a Regular Council meeting.

AGENDA ITEM NO. 4: FIRE REPORTING CHANGE UPDATE AND SOFTWARE SOLUTION PRESENTATION

Ryan O'Hearn, Fire Chief, stated that the Pocatello Fire Department (PFD) currently reports incident data using the National Fire Incident Reporting System, a legacy platform in place since 1975. The U.S. Fire Administration announced the system will be replaced by the National Emergency Response Information System (NERIS), an all-hazards emergency reporting system expected to significantly improve the quality and comprehensiveness of incident reporting. Starting January 1, 2026, all fire departments are required to report data using NERIS, which is not compatible with the Pocatello Fire Department's current system. Fire Department staff recommend moving to the First Due Platform, a system that would meet reporting requirements and consolidate multiple platforms currently used by PFD for a variety of tasks. The annual cost for the new system, not including the one-time installation fee, would be approximately \$1,400 less than the combined cost of the current platforms in use. In response to a question from Council, Chief O'Hearn stated that annual increases for the system are capped at 5%. He confirmed that the cost for the First Due Platform would be split between the Fire and Ambulance budgets and that the Ambulance budget is partially funded by Bannock County.

AGENDA ITEM NO. 5: FISCAL YEAR 2025 BUDGET DEVELOPMENT

As announced, this item was pulled from the agenda. Mayor Blad stated that budget worksheets would be available next week.

AGENDA ITEM NO. 6: COUNCIL ADVISORY BOARD UPDATES

This time was set aside for the Mayor and Council members to give an update regarding recent advisory board activities.



Mayor Blad announced that the Mayor's Youth Advisory Council held its final meeting of the school year, and meetings would resume in the fall.

Council member Bates had no reports, as he was appointed to the Council the previous week.

Council member Nichols stated that, as the Human Relations Advisory Committee did not meet this month and the Investment and Audit Committee meets quarterly, he had no updates.

Council member Paulsen provided a brief overview of the Southeast Idaho Community Action Agency (SEICAA) audits status, housing projects, and fundraisers. He announced the Parks and Recreation Department was selected to receive an award at the Association of Idaho Cities Conference for Brooklyn's Playground and the splash pad at O.K. Ward Park. The Skate Park project is on schedule with completion expected in July. He reported that needs in the near future include replacement of the Riverside Clubhouse, additional tennis courts, replacement of playground equipment, parking lot improvements, and more trail connections. He added that the improvements at the Community Recreation Center have increased use dramatically. Mr. Paulsen noted that the Community Development Block Grant Advisory Committee toured the Pocatello Free Clinic and learned that roughly 4,500 individuals were treated there last year.

Council President Leeuwrik highlighted Historic Downtown Pocatello's recent accomplishments and upcoming summer events. She added that business owners are happy that the Center Street underpass will remain open until winter. Ms. Leeuwrik reported that the Bannock Transportation and Planning Organization installed Devan Hillam as the Executive Director. Discussion at the last meeting centered on recent state legislation and a feasibility study for the recently annexed South 5th Avenue area to become a TIF district.

Council Member Mangum reported that the Golf Advisory Committee continues to emphasize the need for a clubhouse at Riverside Golf Course. The Housing Alliance and Community Partnerships (HACP) organization has many housing vouchers for use and proposed housing projects. He complimented the work Jared Mangum has done since starting as the director of HACP.

Council Member Cheatum reported that he was unable to attend the recent Airport meeting due to a scheduling conflict with the Budget Meeting. At the Senior Activity Center, 1,876 meals were served to 372 seniors. Congregate meal donations are up; however, the center continues to lose \$6.48 per meal. The monthly chicken fried steak meal remains the most popular, and there is a growing interest in meals with more protein and fewer carbohydrates. The Center is working with the Food Bank to reduce meal costs. Efforts are underway to have Meals on Wheels take over, which may help reduce congregate meal costs. A dedicated neighborhood volunteer repainted door frames and walls, replaced tile, and addressed an issue identified by the Health Department. Many volunteers have been contributing time and skills, significantly transforming the facility. Council Member Cheatum emphasized the ongoing need for volunteers, especially during the summer months, noting that there are opportunities for people of all ages to get involved. Upcoming events include a car show this Saturday, the Senior Games on July 9, and the Senior Games Golf Tournament on September 6.



**AGENDA ITEM NO. 7:
ADJOURN**

There being no further business, Mayor Blad adjourned the meeting at 10:24 a.m.

APPROVED:

BRIAN C. BLAD, MAYOR

PREPARED BY:

SHAWNIE SATTERFIELD FERRIN, DEPUTY CITY CLERK

ATTESTED BY:

KONNI R. KENDELL, CITY CLERK



**CITY COUNCIL DECISION
SHORT PLAT APPROVAL
JUNIPER HEIGHTS SUBDIVISION**

Backyard Properties, LLC as Applicant and Owner, and represented by Ensign Engineering, submitted a short plat application to subdivide approximately 6.24 acres of land, generally located between 2001 and 2211 South 2nd Avenue, into four (4) lots. The property is located within a Residential High Density (RH) zoning district and is more particularly described on the attached Exhibit “A”.

This matter came before City Council at its regularly scheduled meeting July 3, 2025, whereat the City Council approved the plat for Juniper Heights Subdivision and authorized City staff to sign the plat, subject to the following conditions:

1. All conditions on the Short Plat Subdivision Application Staff Report attached hereto as Exhibit “B”, and incorporated herein, shall be met.
2. All conditions set out in the Public Works Department Memorandum from Merrill Quayle, P.E. dated, June 23, 2025, attached hereto as Exhibit “B-1”, shall be met.
3. The plat shall be prepared in accordance with all State and local laws and ordinances and is subject to review by the City Surveyor.
4. All other standards and conditions of Municipal Code not herein stated but applicable to residential development shall apply.

Notice is hereby given that applicant has the right to challenge this Decision and request a regulatory taking analysis pursuant to Idaho Code Section 67-8003 within 28 days after this Decision.

DATED this ____ day of July, 2025.

CITY OF POCA TELLO, a municipal
corporation of Idaho

BRIAN C. BLAD, Mayor

KONNI KENDELL, City Clerk

On this _____ day of _____, 2025, before me, the undersigned, a Notary Public for the State, personally appeared Brian C. Blad and Konni Kendell, known to me to be the Mayor and City Clerk, respectively, of the City of Pocatello, and acknowledged to me that they executed the foregoing instrument for and on behalf of said municipal corporation and that said municipal corporation executed the same.

(SEAL)

NOTARY PUBLIC FOR IDAHO
Residing in: _____
My commission expires: _____

EXHIBIT A
LEGAL DESCRIPTION

A PARCEL OF LAND, SITUATE IN THE SOUTHWEST QUARTER OF SECTION 36, TOWNSHIP 6 SOUTH, RANGE 34 EAST, BOISE MERIDIAN, SAID PARCEL ALSO LOCATED IN BANNOCK COUNTY, IDAHO. BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT NORTH 89°38'41" WEST 353.72 FEET ALONG THE SECTION LINE AND NORTH 0°21'19" EAST 30.00 FEET FROM THE SOUTH QUARTER SECTION OF SAID SECTION 36 AND RUNNING THENCE:

NORTH 89°38'41" WEST 403.49 FEET ALONG THE NORTHERLY LINE OF FREDREGILL ROAD;
THENCE NORTH 81°14'44" WEST 69.80 FEET;
THENCE NORTH 28°59'36" WEST 319.29 FEET;
THENCE NORTH 38°21'08" WEST 92.66 FEET TO A POINT ON THE SOUTHERLY LINE OF PLEASANT VALLEY COMMUNITY SUBDIVISION;
THENCE NORTH 49°53'22" EAST 445.09 FEET ALONG SAID SUBDIVISION AND ALONG THE SOUTHERLY LINE OF PARKSIDE TOWNHOMES DIVISION 1 TO A POINT ON THE SOUTHERLY RIGHT OF WAY LINE OF SECOND AVENUE;
THENCE SOUTH 40°07'10" EAST 553.10 FEET ALONG SAID SOUTHERLY RIGHT OF WAY LINE;
THENCE SOUTH 50°58'04" WEST 117.21 FEET;
THENCE SOUTH 49°26'10" WEST 39.57 FEET;
THENCE SOUTH 40°08'07" EAST 169.14 FEET TO THE POINT OF BEGINNING.

CONTAINS: 271,727 SQUARE FEET OR 6.238 ACRES AND 4 LOTS

**SHORT PLAT SUBDIVISION APPLICATION
MEETING JULY 3, 2025
STAFF REPORT**

SUBDIVISION:	Juniper Heights Short Plat Subdivision	FILE: SP25-0005
APPLICANT:	Kristopher Higgs	
ENGINEER/SURVEYOR:	Jared Ford	
PROPERTY OWNER:	Backyard Properties, LLC.	
REQUEST:	Short Plat Subdivision Application	
GENERAL LOCATION:	2200 Block S. 2 nd Avenue	
ZONING:	Residential High Density (RH)	
LOTS/UNITS:	Six (6) Lots (6.24 acres +/-)	

RECOMMENDATION & CONDITIONS:

Staff finds that the proposal is compliant with all applicable standards of Pocatello Municipal Code Sections 16.16 and 16.24, assuming compliance with the following conditions:

1. All comments contained in the **Public Works Memorandum**, dated June 23, 2005 shall be adhered to;
2. The plat shall be prepared in accordance with applicable State and City subdivision plat standards and subject to review by the City Surveyor; and
3. All other standards or conditions of Municipal Code not herein stated but applicable to the subdivision shall apply.

REQUEST: Kristopher Higgs, has submitted a short plat application requesting to subdivide 6.24-acres (more or less) of parcel (RPCPP107411) into four (4) lots. The applicant's engineer/surveyor is Jared Ford. The property is currently vacant located between 2001 and 2211 South 2nd Avenue.

DENSITY & LOT DESIGN: The subject property is zoned Residential High Density (RH). The proposal calls for subdividing the parcel to allow for construction of multi-family apartments with off-street parking on individual lots.

RIGHT-OF-WAY IMPROVEMENTS: No additional roadways are proposed as part of the plat. The curb, gutter, sidewalk and planter strip will be installed adjacent the subject

parcel similar to what exist on South 2nd Ave to the north. Primary ingress/egress will be via South 2nd Avenue.

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 short plat.

UTILITY PROVIDER & CITY DEPARTMENT NOTICE: Utility providers and affected City Departments were provided notice on June 12, 2025. To date, no written comment has been received. City Public Works comments/conditions are summarized in Attachment A.

ATTACHMENTS:

- A. Public Works Memorandum dated June 23, 2025
- B. Proposed Short Plat
- C. Aerial View

Memorandum

To: Matthew Lewis, Senior Planner

From: Merrill Quayle PE, Public Works Development Engineer

Brandy Werre, Engineer Technician

Date: June 23, 2025

Re: City Council Short Plat (City Council Date) Application # SP25-0005

Juniper Heights, 2201 South 2nd Ave

The Public Works Departments have reviewed the final plat/construction drawings application for the above-mentioned project and submits that the following changes and items shall be addressed and approved prior to recording of the plat. Approval is contingent on the completeness, accuracy, serviceability, and compliance to City Standards.

1. Plat

- A. After approval by the City Council of the proposed short plat, Applicant will be required to entered into a Development Agreement with the City of Pocatello.
- B. Prior to recording the Plat, a more inclusive and comprehensive review shall be done, coordinate all plat correction through the City Surveyor.
- C. Subdivision plat shall conform to all state and local laws, ordinances, and guidelines.
- D. Notes on the plat shall be approved by the City of Pocatello Engineering and Legal Department prior to recording.
- E. The City of Pocatello certificate to read: The plat on which this certificate appears is hereby approved and the dedications are hereby accepted by the City of Pocatello...
- F. If there are any CCR's, indicate and place recording number on the plat. Submit any CCR's associated with this plat to the City Engineering Department after recording.
- G. Provide adjoining property owners recorded deeds, a copy of all recorded easements and document(s) which grants the signatory to sign the plat on the behalf of the owner(s) to the City Surveyor for final review.
- H. The plat shall be reproducible on an 8.5x11 sheet of paper per Bannock County instructions.
- I. The plat shall be black opaque ink, no gray scale or color
- J. 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 Juniper Heights 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.

2. Construction Plans/Infrastructure

A. Development Conditions

1. SEE ATTACHED ENGINEER REDLINES

B. General

1. Any existing infrastructure, including but not limited to, sidewalk, curb and gutter that is found to be damaged or deteriorated must be removed and replaced and meet all current City requirements as outlined in the City of Pocatello Design Principles and Standards.
2. If sidewalk, curb, and gutter is not present across the frontage of all lots, developer will be responsible to install said improvements.
3. Any utility service installation will be the responsibility of the developer and at their expense. Coordination with the Water and Engineering Department is required prior to installing services.
4. Street lights are required for this subdivision. Utility and street light design and placement shall be approved by the City of Pocatello.
5. All Right-of-Way improvements must be constructed prior to the recording of the plat unless the developer wishing to apply for a Surety Bond as defined in ordinance **16.24.110: SUBDIVISION SURETY BOND AND WARRANTY BOND**, for work that is not complete.
6. The construction contractor will need to be bonded with the City of Pocatello for a minimum of \$50,000.00 or the subdivision shall be bonded per ordinance **16.24.110: SUBDIVISION SURETY BOND AND WARRANTY BOND**, a warranty bond for a minimum of twenty-five thousand dollars (\$25,000.00) or a maximum of five percent (5%) of one hundred twenty-five percent (125%) of the original cost estimate for the required infrastructure and improvements, whichever is the greater amount.

**CITY COUNCIL DECISION
SHORT PLAT APPROVAL
FREDREGILL VILLAGE SUBDIVISION**

Backyard Properties, LLC as Applicant and Owner, and represented by Sunrise Engineering, Inc., submitted a short plat application to subdivide approximately .36 acres of land, generally located at the northwest corner of South 2nd Avenue and Fredregill Road, into three (3) lots. The property is located within a Residential High Density (RH) zoning district and is more particularly described on the attached Exhibit “A”.

This matter came before City Council at its regularly scheduled meeting July 3, 2025, whereat the City Council approved the plat for Fredregill Village Subdivision and authorized City staff to sign the plat, subject to the following conditions:

1. All conditions on the Short Plat Subdivision Application Staff Report attached hereto as Exhibit “B”, and incorporated herein, shall be met.
2. All conditions set out in the Public Works Department Memorandum from Merrill Quayle, P.E. dated, June 23, 2025, attached hereto as Exhibit “B-1”, shall be met.
3. The plat shall be prepared in accordance with all State and local laws and ordinances and is subject to review by the City Surveyor.
4. All other standards and conditions of Municipal Code not herein stated but applicable to residential development shall apply.

Notice is hereby given that applicant has the right to challenge this Decision and request a regulatory taking analysis pursuant to Idaho Code Section 67-8003 within 28 days after this Decision.

DATED this ____ day of July, 2025.

CITY OF POCA TELLO, a municipal
corporation of Idaho

BRIAN C. BLAD, Mayor

KONNI KENDELL, City Clerk

On this _____ day of _____, 2025, before me, the undersigned, a Notary Public for the State, personally appeared Brian C. Blad and Konni Kendell, known to me to be the Mayor and City Clerk, respectively, of the City of Pocatello, and acknowledged to me that they executed the foregoing instrument for and on behalf of said municipal corporation and that said municipal corporation executed the same.

(SEAL)

NOTARY PUBLIC FOR IDAHO
Residing in: _____
My commission expires: _____

EXHIBIT A
LEGAL DESCRIPTION

A PARCEL OF LAND LOCATED IN THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 36, TOWNSHIP 6 SOUTH, RANGE 34 EAST, BOISE MERIDIAN, BANNOCK COUNTY, IDAHO, DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTH 1/4 CORNER OF SECTION 36, BEING MARKED BY A 5/8" REBAR WITH NO CAP (SEE CORNER PERPETUATION & FILING INST. NO. 796944);

THENCE NORTH 89°38'26" WEST, ALONG THE SOUTH LINE OF SECTION 36, A DISTANCE OF 151.74 FEET;

THENCE NORTH 00°00'00" WEST, LEAVING SAID SOUTH LINE OF SECTION 36, A DISTANCE OF 30.00 FEET TO A POINT ON THE NORTH RIGHT-OF-WAY LINE OF FREDREGILL ROAD, BEING MARKED BY A 5/8" REBAR WITH 2" ALUMINUM CAP STAMPED "LS 13023", ALSO BEING THE **POINT OF BEGINNING**;

THENCE NORTH 89°38'26" WEST, ALONG SAID NORTH RIGHT-OF-WAY LINE OF FREDREGILL ROAD, A DISTANCE OF 201.80 FEET TO A POINT BEING MARKED BY A 5/8" REBAR WITH 2" ALUMINUM CAP STAMPED "LS 13023";

THENCE NORTH 40°06'46" WEST, LEAVING SAID NORTH RIGHT-OF-WAY LINE OF FREDREGILL ROAD AND FOLLOWING ALONG THE EASTERLY BOUNDARY OF DEED INST. NO. 22500483, A DISTANCE OF 32.35 FEET TO A POINT BEING MARKED BY A 5/8" REBAR WITH 2" ALUMINUM CAP STAMPED "LS 13023";

THENCE NORTH 49°52'00" EAST, LEAVING SAID EASTERLY BOUNDARY OF DEED INST. NO. 22500483 AND FOLLOWING ALONG THE SOUTHEASTERLY BOUNDARY OF DEED INST. NO. 22402591-2, A DISTANCE OF 153.51 FEET TO A POINT ON THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF SOUTH SECOND AVENUE, BEING MARKED BY A 5/8" REBAR WITH 2" ALUMINUM CAP STAMPED "LS 13023";

THENCE SOUTH 40°06'46" EAST, LEAVING SAID SOUTHEASTERLY BOUNDARY OF DEED INST. NO. 22402591-2 AND FOLLOWING ALONG THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF SOUTH SECOND AVENUE, A DISTANCE OF 163.39 FEET TO THE **POINT OF BEGINNING**.

SAID PARCEL CONTAINS 0.34 ACRES, MORE OR LESS.

**SHORT PLAT SUBDIVISION APPLICATION
MEETING JULY 3, 2025
STAFF REPORT**

SUBDIVISION: Fredregill Village Short Plat Subdivision **FILE:** SP25-0003
APPLICANT: David Assan
ENGINEER/SURVEYOR: Robert Heuseveldt/Matt Baker
PROPERTY OWNER: Backyard Properties, LLC.
REQUEST: Short Plat Subdivision Application
GENERAL LOCATION: 2200 Block S. 2nd Avenue
ZONING: Residential High Density (RH)
LOTS/UNITS: Three (3) Lots (0.37 acres +/-)

RECOMMENDATION & CONDITIONS:

Staff finds that the proposal is compliant with all applicable standards of Pocatello Municipal Code Sections 16.16 and 16.24, assuming compliance with the following conditions:

1. All comments contained in the **Public Works Memorandum**, shall be adhered to;
2. The plat shall be prepared in accordance with applicable State and City subdivision plat standards and subject to review by the City Surveyor; and
3. All other standards or conditions of Municipal Code not herein stated but applicable to the subdivision shall apply.

REQUEST: David Assan, on behalf of Backyard Properties LLC (property owner), has submitted a short plat application requesting to subdivide 0.36 acres (more or less) of parcel (RPCPP107205) into three (3) lots. The applicant's engineer/surveyor is Robert Heuseveldt and Matt Baker. The property is located at the northwest corner of South 2nd Avenue and Fredregill Road.

DENSITY & LOT DESIGN: The subject property is zoned Residential High Density (RH). The proposal calls for subdividing the parcel to allow for three (3) apartment buildings with off-street parking. It should be noted that future development will take advantage of Infill and Revelopment Standards as provided under Municipal Code Section 17.05.300 and 17.05.340.

RIGHT-OF-WAY IMPROVEMENTS: No additional roadways are proposed as part of the plat. Curb, gutter and sidewalk will be installed adjacent the parcel on both street frontages. Primary ingress/egress will be via Fredregill Road.

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 short plat.

UTILITY PROVIDER & CITY DEPARTMENT NOTICE: Utility providers and affected City Departments were provided notice on June 12, 2025. To date, no written comment has been received. City Public Works comments/conditions are summarized in Attachment A.

ATTACHMENTS:

- A. Public Works Memorandum
- B. Proposed Short Plat
- C. Aerial View

Memorandum

To: Matthew Lewis, Senior Planner

From: Merrill Quayle PE, Public Works Development Engineer

Shane Morin, Engineer Technician

Date: 6.23.2025

Re: Fredregill Village – City Council Short Plat (7.3.2025) Application #SP25-0003

The Public Works Departments have reviewed the final plat/construction drawings application for the above-mentioned project and submits that the following changes and items shall be addressed and approved prior to recording of the plat. Approval is contingent on the completeness, accuracy, serviceability, and compliance to City Standards.

1. Plat

- A. After approval by the City Council of the proposed final plat, Applicant will be required to enter into a Development Agreement with the City of Pocatello.
- B. Prior to recording the Plat, a more inclusive and comprehensive review shall be done, coordinate all plat correction through City Surveyor.
- C. Subdivision plat shall conform to all state and local laws and ordinances.
- D. Notes on the plat shall be approved by the City of Pocatello Engineering and Legal Department prior to recording.
- E. The City of Pocatello certificate to read: The plat on which this certificate appears is hereby approved and the dedications are hereby accepted by the City of Pocatello...
- F. If there are any CCR's, indicate and place recording number on the plat. Submit any CCR's associated with this plat to the City Engineering Department after recording.
- G. Provide adjoining property owners recorded deeds, a copy of all recorded easements and document(s) which grants the signatory to sign the plat on the behalf of the owner(s) to the City Surveyor for final review.
- H. Signed copy of the Permanent Operations and Maintenance (O&M) agreement for stormwater, if stormwater system is to be private. This document will be recorded.
- I. The plat shall be reproducible on an 8.5x11 sheet of paper per Bannock County instructions. The plat shall be black opaque ink, no gray scale or color
- J. 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.
- K. 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 Fredregill Village 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.

2. Construction Plans/Infrastructure

A. Development Conditions

1. Structures outline shown on the plans is for reference only. Construction of the structures will be separate permit and will not be approved until plat is recorded and requirements for the subdivision met.
2. A subdivision pre-construction meeting and permit is required before any work is started.
3. Individual isolation valves are required for fire lines to each building.
4. Where S 2nd Ave is a collector (closing off due to hose placement), a new fire hydrant installation is required at the entrance to the development.

B. General

1. If sidewalk, curb, and gutter is not present across the frontage of all lots, developer will be responsible to install said improvements.
2. Any utility service installation will be the responsibility of the developer and at their expense. Coordination with the Water and Engineering Department is required prior to installing water services.
3. Street lights are required for this subdivision. Utility and street light design and placement shall be approved by the City of Pocatello.
4. All Right-of-Way improvements must be constructed prior to the recording of the plat unless the developer wishing to apply for a Surety Bond as defined in ordinance **16.24.110: SUBDIVISION SURETY BOND AND WARRANTY BOND**, for work that is not complete.
5. The construction contractor will need to be bonded with the City of Pocatello for a minimum of \$50,000.00 or the subdivision shall be bonded per ordinance **16.24.110: SUBDIVISION SURETY BOND AND WARRANTY BOND**, a warranty bond for a minimum of twenty-five thousand dollars (\$25,000.00) or a maximum of five percent (5%) of one hundred twenty-five percent (125%) of the original cost estimate for the required infrastructure and improvements, whichever is the greater amount.

**CITY COUNCIL DECISION
SHORT PLAT APPROVAL
ALAMEDA COMMERCIAL SUBDIVISION**

BV Alameda, LLC as Applicant and Owner, and represented by Horrocks Engineering, submitted a short plat application to subdivide approximately 6.78 acres of land, generally located at 900 Yellowstone Avenue, into four (4) lots. The property is located within a Commercial General (CG) zoning district and is more particularly described on the attached Exhibit “A”.

This matter came before City Council at its regularly scheduled meeting July 3, 2025, whereat the City Council approved the plat for Alameda Commercial Subdivision and authorized City staff to sign the plat, subject to the following conditions:

1. All conditions on the Short Plat Subdivision Application Staff Report attached hereto as Exhibit “B”, and incorporated herein, shall be met.
2. All conditions set out in the Public Works Department Memorandum from Merrill Quayle, P.E. dated, June 24, 2025, attached hereto as Exhibit “B-1”, shall be met.
3. The plat shall be prepared in accordance with all State and local laws and ordinances and is subject to review by the City Surveyor.
4. All other standards and conditions of Municipal Code not herein stated but applicable to residential development shall apply.

Notice is hereby given that applicant has the right to challenge this Decision and request a regulatory taking analysis pursuant to Idaho Code Section 67-8003 within 28 days after this Decision.

DATED this ____ day of July, 2025.

CITY OF POCA TELLO, a municipal
corporation of Idaho

BRIAN C. BLAD, Mayor

KONNI KENDELL, City Clerk

On this _____ day of _____, 2025, before me, the undersigned, a Notary Public for the State, personally appeared Brian C. Blad and Konni Kendell, known to me to be the Mayor and City Clerk, respectively, of the City of Pocatello, and acknowledged to me that they executed the foregoing instrument for and on behalf of said municipal corporation and that said municipal corporation executed the same.

(SEAL)

NOTARY PUBLIC FOR IDAHO
Residing in: _____
My commission expires: _____

EXHIBIT A
LEGAL DESCRIPTION

A PARCEL OF LAND LOCATED IN THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 14, TOWNSHIP 6 SOUTH, RANGE 34 EAST, BOISE MERIDIAN, BANNOCK COUNTY, IDAHO, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

LOT 2, BLOCK 1 OF ALAMEDA PLAZA SUBDIVISION, RECORDED AS INSTRUMENT NO 21211305, BANNOCK COUNTY, IDAHO.

SAID PARCEL CONTAINS 6.88 ACRES, MORE OR LESS

**SHORT PLAT SUBDIVISION APPLICATION
MEETING JULY 3, 2025
STAFF REPORT**

SUBDIVISION: Alameda Commercial Short Plat Subdivision
FILE: SP25-0004
APPLICANT: Bryce Marsh
ENGINEER/SURVEYOR: Horrocks Engineering/Matt Baker
PROPERTY OWNER: BV Alameda, LLC
REQUEST: Short Plat Subdivision Application
GENERAL LOCATION: 900 Yellowstone
ZONING: Commercial General (CG)
LOTS/UNITS: Four (4) Lots (6.78 acres +/-)

RECOMMENDATION & CONDITIONS:

Staff finds that the proposal is compliant with all applicable standards of Pocatello Municipal Code Sections 16.16 and 16.24, assuming compliance with the following conditions:

1. All comments contained in the **Public Works Memorandum**, shall be adhered to;
2. The plat shall be prepared in accordance with applicable State and City subdivision plat standards and subject to review by the City Surveyor; and
3. All other standards or conditions of Municipal Code not herein stated but applicable to the subdivision shall apply.

REQUEST: Bryce Marsh, on behalf of BV Alameda LLC (property owner), has submitted a short plat application requesting to subdivide 6.78 acres (more or less) of parcel (RPAPL000200) into four (4) lots. The applicant's engineer/surveyor is Bryce Marsh and Sean Boggs. The property is located at approximately 900 Yellowstone.

DENSITY & LOT DESIGN: The subject property is zoned Commercial General (CG). The proposal calls for subdividing the parcel to allow for four (4) lots. Municipal code does not require a minimum lot size for commercial development.

RIGHT-OF-WAY IMPROVEMENTS: No additional roadways are proposed as part of the plat. Curb, gutter and sidewalk will be installed adjacent the parcel on both street frontages. Primary ingress/egress will be via Alameda Road.

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 short plat.

UTILITY PROVIDER & CITY DEPARTMENT NOTICE: Utility providers and affected City Departments were provided notice on May 29, 2025. To date, no written comment has been received. City Public Works comments/conditions are summarized in Attachment A.

ATTACHMENTS: A. Public Works Memorandum
B. Proposed Short Plat

Memorandum

To: Becky Babb, Planning Manager

From: Merrill Quayle PE, Public Works Development Engineer

Jacob Murphy, Senior Engineering Technician

Date: 6/24/2025

Re: Alameda Commercial Plaza – City Council Short Plat (07/03/2025) Application #SP25-0004

The Public Works Departments have reviewed the final plat/construction drawings application for the above-mentioned project and submits that the following changes and items shall be addressed and approved prior to beginning construction. Approval is contingent on the completeness, accuracy, serviceability, and compliance to City Standards.

1. Plat

- A. After approval by the City Council of the proposed final plat, Applicant will be required to enter into a Development Agreement with the City of Pocatello.
- B. Prior to recording the Plat, a more inclusive and comprehensive review shall be done, coordinate all plat correction through City Surveyor.
- C. Subdivision plat shall conform to all state and local laws and ordinances.
- D. Notes on the plat shall be approved by the City of Pocatello Engineering and Legal Department prior to recording.
- E. The City of Pocatello certificate to read: The plat on which this certificate appears is hereby approved and the dedications are hereby accepted by the City of Pocatello...
- F. If there are any CCR's, indicate and place recording number on the plat. Submit any CCR's associated with this plat to the City Engineering Department after recording.
- G. Provide adjoining property owners recorded deeds, a copy of all recorded easements and document(s) which grants the signatory to sign the plat on the behalf of the owner(s) to the City Surveyor for final review.
- H. Signed copy of the Permanent Operations and Maintenance (O&M) agreement for stormwater, if stormwater system is to be private. This document will be recorded.
- I. The plat shall be reproducible on an 8.5x11 sheet of paper per Bannock County instructions. The plat shall be black opaque ink, no gray scale or color
- J. 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.



- K.** 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 Alameda Commercial Plaza, 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.

2. Construction Plans/Infrastructure

A. Development Conditions

1. Existing service taps, fire line connections, & valves may be used to connect new water lines to private waterline subject to visual inspection of connections and verification they are operational.
2. Existing fire lines and service lines for development connecting to private water line(940 & 990 Yellowstone) shall be replaced.
3. Existing private hydrant approximately 150 feet north of check valve shall be replaced if utilized for fire protection.
4. Provide recent documentation of certification and testing of backflow assembly serving private system.
5. Provide documentation that private hydrant approximately 540 feet north of check valve has been serviced and is fully operational.
6. Provide documentation of private waterline testing prior to acceptance of subdivision.
7. Lot 2 shall be required to connect to water line in right of way on the public water line. Lot 4 shall be required to connect to public waterline on Yellowstone Ave.
8. Proposed hydrant shall be placed in a landscape island or protected by pipe bollards with sufficient clearance for operation.
9. Existing grease interceptor & service line shall be inspected prior to reconnection to service or removed.
10. Coordinate with city staff on internal bus stop and shelter location, provide easement on final plat.



B. General Conditions

1. Filing of a notice of intent (NOI) and a formal Storm Water Pollution Prevention Plan (SWPPP) in accordance with the Environmental Protection Agency (EPA) Construction General Permit (CGP) shall be submitted if the project requires, if required then a copy shall be submitted to the City.
2. An erosion and sediment control plan and a final stabilization plan will be required as part of the final plat application. An individual who has successfully completed an approved training course and who has demonstrated competence, through education, training, and knowledge of the applicable laws and regulations in erosion and sediment, and is current on certifications shall be required to be the responsible person to oversee the plan (if certified person is unknown indicate that information will be submitted prior to any work to the site). Submittal shall meet the requirements of the federal construction general permit.
3. Developer is responsible for effecting a "Fire Wise/ Fire Fuels Management Assessment and Evaluation" on all areas within the proposed subdivision. This Assessment and Evaluation must be completed by a local fire authority having jurisdiction (Pocatello Fire Department) and meet all current requirements of the City code. Developer must reduce fire fuels within the subdivision area on all vegetation to specifications provided by the Pocatello Fire Department. All Assessments and Evaluations as well as fuels reductions are at the developer's expense.
4. Stormwater design and construction shall meet the core elements in the Portneuf Valley Stormwater Design Manual such as but not limited to; on site retention of the 95% storm, treatment Design (volume, flow, and bypass), site passage of upland flow and site runoff, Operation and Maintenance Manual, access to pond and structures for maintenance.
5. Record Drawings shall be submitted on Arch D (24" x 36").
6. Street lights are required for this subdivision. Utility and street light design and placement shall be approved by the City of Pocatello.
7. Provide a copy of the bid schedule of the infrastructure for the City's year end reporting.
8. The developer will also be responsible to remove any sediment buildup in ponds constructed with the development as well as clean all storm water infrastructure prior to the two (2) year warrantee period.
9. The construction contractor will need to be bonded with the City of Pocatello for a minimum of \$50,000.00 or the subdivision shall be bonded per ordinance **16.24.110: SUBDIVISION SURETY BOND AND WARRANTY BOND**, a warranty bond for a minimum of twenty-five thousand dollars (\$25,000.00) or a maximum of five percent (5%) of one hundred twenty-five percent (125%) of the original cost estimate for the required infrastructure and improvements, whichever is the greater amount.



**CITY COUNCIL DECISION
FINAL PLAT APPROVAL
STRATTEN ESTATES DIVISION 4**

Wayward Kinghorn Management, LLC, as Developer and Owner and represented by Sunrise Engineering, Inc., submitted a request to subdivide approximately 1.12 acres of land, more particularly described on the attached Exhibit “A”, into twelve (12) lots which are located within a Residential High Density (RH) zoning district.

This matter came before City Council at its regularly scheduled meeting on July 3, 2025, whereat the City Council approved the plat for the Stratten Estates Division 4 and authorized City staff to sign the plat, subject to the following conditions:

1. All conditions set out in the Public Works Department Memorandum from Merrill Quayle, P.E. dated March 4, 2025, attached hereto and incorporated herein, as Exhibit “B” shall be met.
2. All other standards and conditions of Municipal Code not herein stated but applicable to the subdivision shall apply.

Notice is hereby given that applicant has the right to challenge this Decision and request a regulatory taking analysis pursuant to Idaho Code Section 67-8003 within 28 days after this Decision.

DATED this ____ day of July, 2025.

Approved as to form and content

CITY OF POCA TELLO, a municipal
corporation of Idaho

MATT KERBS, Deputy City Attorney

BRIAN C. BLAD, Mayor

ATTEST:

KONNI R. KENDELL, City Clerk

STATE OF IDAHO)
)
) ss:
County of Bannock)

On this _____ day of July, 2025, before me, the undersigned, a Notary Public for the State, personally appeared Brian C. Blad and Konni R. Kendell, known to me to be the Mayor and City Clerk, respectively, of the City of Pocatello, and acknowledged to me that they executed the foregoing instrument for and on behalf of said municipal corporation and that said municipal corporation executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, the date and year in this certificate first above written.

(SEAL)

NOTARY PUBLIC FOR IDAHO
Residing in: _____
My commission expires: _____

EXHIBIT A

A PARCEL OF LAND LOCATED IN THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 16, TOWNSHIP 6 SOUTH, RANGE 34 EAST, BOISE MERIDIAN, BANNOCK COUNTY, IDAHO, DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF SECTION 16, BEING MONUMENTED BY A RAILROAD SPIKE AS DESCRIBED IN CP&F INST. NO. 20520373; THENCE SOUTH 00°00'04" EAST, ALONG THE EAST LINE OF SECTION 16, A DISTANCE OF 653.19 FEET;

THENCE SOUTH 89°59'56" WEST, LEAVING THE EAST LINE OF SECTION 16, A DISTANCE OF 308.28 FEET TO A POINT ON THE SOUTH BOUNDARY OF STRATTEN ESTATES - DIVISION 3 (RECORD INST. NO. 22311574), BEING THE POINT OF BEGINNING;

THENCE SOUTH 00°06'50" EAST, LEAVING THE SOUTH BOUNDARY OF STRATTEN ESTATES - DIVISION 3, A DISTANCE OF 138.95 FEET TO THE NORTHEAST CORNER OF WAYWARD KINGHORN ESTATES - DIVISION 1 (RECORD INST. NO. 22307070);

THENCE SOUTH 89°53'14" WEST, ALONG THE NORTH BOUNDARY OF WAYWARD KINGHORN ESTATES - DIVISION 1 AND TWO (2) PARCELS OF LAND RECORDED UNDER DEED INST. NOS. 22208833 & 22302875, A DISTANCE OF 351.50 FEET TO A POINT ON THE EAST BOUNDARY OF A PARCEL OF LAND RECORDED UNDER DEED INST. NO. 22407781;

THENCE NORTH 00°06'50" WEST, ALONG THE EAST BOUNDARY OF SAID PARCEL OF LAND RECORDED UNDER DEED INST. NO. 22407781, A DISTANCE OF 138.92 FEET TO A POINT ON THE SOUTH BOUNDARY OF STRATTEN ESTATES - DIVISION 3;

THENCE NORTH 89°52'56" EAST, ALONG THE SOUTH BOUNDARY OF SAID STRATTEN ESTATES - DIVISION 3, A DISTANCE OF 351.50 FEET TO THE POINT OF BEGINNING.

CONTAINING 1.12 ACRES, MORE OR LESS.

Memorandum

To: Becky Babb, Planning Manager

From: Merril Quayle PE, Public Works Development Engineer
Brandy Werre, Engineering Technician
Shane Morin, Engineer Technician

Date: March 4, 2025

Re: Stratten Estates Division 4 - P&Z Preliminary Plat (3/12/2025) Application #PP25-0001

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. 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. Add note for easement for sanitation access. Provide easement note for lot 12 and access to existing home.

Development Conditions

1. Provide updated plan to include storm water conveyed to pond and all relevant structures.
2. Manhole required and located at right-of-way line in the entrance to the private parking lot.
3. Master meter for lots 1-11 are required through HOA for billing purposes.

4. Valley gutter required for reduced traffic.
5. Install and connect waterline to existing line located on Kinghorn Road.
6. Provide a recorded copy of access and public utility easement.
7. Provide detail for irrigation ditch(es) at the time of final plat application.

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. Provide the model results for the culinary water system for projected pressures and flows for the subdivision and the entire pressure zone affected. Supply a digital layout of the subdivision with elevations for model verification.
9. Utility and street light approval is required by the City.
10. US Mail box units with ADA access required and location approved by the Post Master and the City of Pocatello.