



**CITY OF BLACKFOOT  
CITY COUNCIL MEETING  
MINUTES FROM JUNE 6, 2023**

**PLEDGE OF ALLEGIANCE**

Mayor Carroll called the meeting to order at 7:00 PM and led the Pledge of Allegiance.

**ROLL CALL**

Those in attendance were: Councilman Brown, Councilman Gardner, Councilman Jensen, and Councilwoman Simpson.

**AMEND THE AGENDA**

Mayor Carroll asked to entertain a motion to add Professional Service Agreement – JUB - Bridge St Project under his portion of the agenda. Councilman Brown moved to amend the agenda. Councilman Gardner seconded the motion; all were in favor, motion carried.

**CONSENT AGENDA**

Councilman Brown made a motion to approve the Consent Agenda as presented consisting of the minutes from 5/2/2023, payables, and Firework Permits. Councilman Jensen seconded the motion; all were in favor, motion carried.

**CITY TREASURER GRAHM ANDERSON**

**Treasurers Report**

City Treasurer, Gram Anderson, presented the monthly treasurers report to the council. Mr. Anderson provided a breakdown of the budget through April 30<sup>th</sup> which is 58% of the fiscal year. He briefly summarized the monthly expense to budget and the percentages expended year to date for the general fund and each of the departments in the city. He provided the current up to date bank and investment account balances, calendar items to be completed within the next three months. Briefly went over Fire Station budgets adjustments. In the month of July, the tentative budget will be presented at the July 5<sup>th</sup> council meeting and then the budget hearing will be on July 18<sup>th</sup> followed on August 1<sup>st</sup> we will pass the ordinance for the fiscal 2024 budget. Mr. Anderson brought council members up to date on the current projects underway. The radio meters are still going out, projecting a year and a half to be completed.

**MAYOR MARC CARROLL**

**City Updates**

Mayor Carroll went over the previously agreed upon Downtown Revitalization Plan with SIECOG and Keller Associates. We will get preliminary plans from Keller Associates in the next 2 to 3 weeks, then SIECOG will use the plan. The chlorination project is moving along with the SKID system to be put on the pump houses. It should take close to a year to be completed. There was a ribbon cutting to open the new RV dump station and it is working out extremely well. Mayor Carroll informed the Council that Maverick has requested to withdraw from the agenda until they get some additional information. The Fisher Street rehab started 6-1-23 and is moving along smoothly. They had the Legacy Point

groundbreaking, and it was announced that ½ acre will be a splash pad and pickleball court to be used by the city.

## **MAYOR MARC CARROLL**

### **Downtown Sewer Upgrade**

Mayor Carroll went over the Downtown Sewer project contract and stated it was awarded to a local construction firm out of Idaho Falls. Roughly 3 days into the project, the construction firm halted the project and stated the job wasn't how the bid documents read. Mayor Carroll wrote a letter on May 23<sup>rd</sup> and laid out the issues. After discussion with the contractor, the contract was closed with a verbal agreement. The project will be rebid with no estimated time of completion.

## **MAYOR MARC CARROLL**

### **Approval of the Professional Service Agreement – JUB – Bridge St Project**

Mayor Carroll stated the West Bridge St project is back in the works after being delayed for 2 years. Where the project is just getting going, Mayor Carroll would like to reintroduce the agreement to the Council. He went over the cost and design plans. Councilman Brown confirmed with City Treasurer Graham Anderson on funds. Mr. Anderson explained the different grants and how it will be funded. Although the project was previously approved, Mayor Carroll asked Council to reaffirm their decision. Councilman Jensen moved to approve the Local Professional Service Agreement with J-U-B Engineers for the amount of \$693,502.00, Councilman Gardner seconded the motion; all were in favor, motion carried.

## **PLANNING AND ZONING – JULIE CONAN**

### **Proposed Sign Ordinance**

Planning and Zoning Administrator, Julie Conan, went over the current sign ordinance, correcting the inconsistencies. She request to then remove the moratorium on sign permits. These changes were discussed in Planning and Zoning and also in our staff report. Councilman Gardner moved to adopt the Findings of Fact from the Planning and Zoning Board regarding the sign ordinance, Councilman Brown seconded the motion; all were in favor, motion carried.

**FINDINGS OF FACT, CONCLUSIONS  
AND RESOLUTION ADOPTED  
BY THE  
PLANNING AND ZONING BOARD  
OF THE  
CITY OF BLACKFOOT  
May 23, 2023**

## **FINDINGS AND CONCLUSIONS**

At the regularly scheduled meeting of the Planning and Zoning Board of the City of Blackfoot on May 23, 2023, the Board held a public hearing on the request of the City of Blackfoot to correct Title 10 Chapter 6 on the sign ordinance. While processing applications, it was learned there are many inconsistencies in the old sign ordinance. Recommendations and the basis for those recommendations from the City of Blackfoot Planning and Zoning Administrator were presented and considered by the Board. No members of the public testified in favor, neutral or opposed. Upon reviewing the matter, the Board found and concluded as follows:

### **FINDINGS:**

- 1.** That the Sign Ordinance of Title 10, Chapter 6, should be amended as presented.

## **RESOLUTION AND CONCLUSIONS**

UPON MOTIONS DULY MADE, SECONDED AND CARRIED,

IT WAS RESOLVED THAT:

It is unanimously recommended to the City Council that the proposed Sign Ordinance be amended as presented.

These findings of fact, conclusions, and resolutions were formally adopted by a majority vote of the planning and zoning board on May 23, 2023.

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Secretary of Planning & Zoning Board  
City of Blackfoot, Idaho

City Attorney Sandow read into record Ordinance No. 2239, Councilman Jensen moved to approve Ordinance No. 2239 as presented and waive further readings, Councilman Gardner seconded the motion; on a roll call vote, all were in favor, motion carried.

### **ORDINANCE NO. 2239**

**AN ORDINANCE OF THE CITY OF BLACKFOOT, IDAHO, AMENDING TITLE 10  
CHAPTER 6, REGARDING THE SIGN ORDINANCE, AND PROVIDING FOR THE  
EFFECTIVE DATE OF SAID CHANGE.**

**BE IT ORDAINED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF  
BLACKFOOT, IDAHO AS FOLLOWS:**

**SECTION 1:** That the previous sign regulations of the City had inconsistencies and errors which made it difficult to administer. The Planning and Zoning Commission has edited the sign ordinance into a more useable format and recommended its' approval.

**SECTION 2:** That Title 10 Chapter 6 shall be amended pursuant to the proposal attached hereto as Exhibit "A."

**SECTION 3:** That the effective date of this Ordinance shall be after passage and publication as provided by law.

**PASSED AND APPROVED** by the Mayor and City Council this 6th day of June, 2023.

**CITY OF BLACKFOOT, IDAHO**

By: \_\_\_\_\_

Marc Carroll, Mayor

ATTEST: \_\_\_\_\_

City Clerk

**Proposed Legacy Point Preliminary Plat**

Planning and Zoning Administrator, Julie Conan, presented the staff report for Legacy Point located on Highway 91. Councilman Jensen moved to approve the Preliminary Plat and adopt the Finding of Fact from the Planning and Zoning Board for Legacy Point. Councilman Brown seconded the motion; all were in favor, motion carried.

FINDINGS OF FACT, CONCLUSIONS  
AND RESOLUTION ADOPTED  
BY THE  
PLANNING AND ZONING BOARD  
CITY OF BLACKFOOT  
May 23, 2023

**FINDINGS AND CONCLUSIONS:**

At the regularly scheduled meeting of the Planning and Zoning Board of the City of Blackfoot on April 25, 2023, the Board held a public hearing on the request of Tom Arave, Legacy Pointe Subdivision, to review the subdivision to be known as Legacy Pointe Subdivision and to be located on north Highway 91, Blackfoot, for recommendation of approval or denial to City Council, pursuant to the application that is attached hereto and made a part hereof by this reference. During the public hearing, testimony in favor was heard and evaluated by the Board. No one testified neutral to the request. One patron had some questions regarding traffic on neighboring roads. Upon reviewing the matter with the Planning Administrator and his Staff Report, made a part hereof by this reference, reviewing the relevant City Code, hearing any testimony in the public hearing, and reviewing any documents submitted by the applicant and by any other interested parties, the Board finds and concludes as follows:

**FINDINGS and CONCLUSIONS:**

1. It appears the proposed subdivision has made adequate provision for a water supply system that is adequate in terms of quantity and quality for the type of subdivision proposed.
2. Adequate provisions have been made for a public sewerage system and that the existing municipal system can accommodate the proposed sewer flows.
3. Proposed streets are consistent with the transportation element of the comprehensive plan and comply with current city design criteria.
4. After reviewing the matter with the fire department, it appears the proposed subdivision will be in compliance with applicable fire codes.
5. Adequate provisions have been made for storm water collection, retention and/or conveyance. Facilities are sized according to city drainage policy and design criteria.
6. All areas of the proposed subdivision that may involve soil or topographical conditions presenting hazards have been identified and that the proposed uses of these areas are compatible with such conditions.

7. The area proposed for subdivision is now zoned for the proposed use and the use conforms to or will conform to other requirements found in this code.
8. The developer has made adequate plans to ensure that the community will bear no more than its fair shares of costs to provide services by paying fees, furnishing land or providing other mitigation measures for off-site impacts to streets, parks and other public facilities within the community. It is the expectation that, in most cases, off site mitigation will be dealt with through the obligation to pay service availability fees.

## **RESOLUTION AND CONCLUSIONS**

UPON MOTIONS DULY MADE, SECONDED AND CARRIED,

IT WAS RESOLVED THAT:

The Board recommends that the City Council approve the subdivision as presented.

These findings of fact, conclusions, and resolution formally were adopted by a majority vote of the planning and zoning board on May 23, 2023.

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Secretary of Planning & Zoning Board  
City of Blackfoot, Idaho

### **Proposed Zone Change Pendlebury Lane from Cromwell to Hepworth Lane**

Planning and Zoning Administrator, Julie Conan, presented the staff report for the Zone Change from Pendlebury Lane from Cromwell to Hepworth Lane, which would affect 84 parcels. This is a rehearing from 2018 on the 84 parcels that were approved in 2019 due to the files being incomplete. Mayor Carroll relayed concern from surrounding businesses about the lack of people in the area for jobs due to the shortage of residential dwellings. There were complaints from the area residents regarding the road condition, water pressure and additional traffic if the zone change was made. Mayor Carroll stated that the city had sent a letter of interest for the complete rehab of Pendlebury Lane to LHTAC. We have been approved for the project and the engineering design will begin on October 1, 2023, with construction beginning approximately, October 1, 2024. Discussion was held between the Councilmembers on how to address this issue and consideration of all the information presented. After agreeing on a compromise, Councilman Brown moved to adopt the Zone Change on Pendlebury from High Density, HDR1 to Medium Density, MDR1. Councilman Gardner seconded the motion; all were in favor, motion carried.

### **Cottage Grove Subdivision Final Plat**

Planning and Zoning Administrator, Julie Conan, presented Cottage Grove final plat on Lansing for approval. Councilman Brown motioned to approve the final plat for Cottage Grove Subdivision; Councilman Gardner seconded the motion; all were in favor, motion carried.

### **Development Agreement for D.L. Evans Bank**

Planning and Zoning Administrator, Julie Conan, presented the Development Agreement for D.L. Evans

Bank. Councilman Brown recused himself from the vote due to personal interest in the outcome. Councilman Jensen motioned to approve the Development Agreement for D.L. Evans Bank; Councilman Gardner seconded; all were in favor, motion carried. Councilman Brown did not vote.

**Development Agreement for Lark Estates**

Planning and Zoning Administrator, Julie Conan, presented the Development Agreement for Lark Estates. Councilman Gardner motioned to approve the Development Agreement for Lark Estates; Councilman Brown seconded; all were in favor, motion carried.

**Development Agreement for Alice Street Maverick**

Maverick requested that this item be taken off the agenda until they had additional information.

**ADJOURNMENT**

The City Council meeting was adjourned at 8:35 P.M.

City of Blackfoot

\_\_\_\_\_  
Mayor Marc Carroll

Attest:

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City Clerk Suzanne McNeel

Prepared by: Adriana Pelayo