

CITY OF SUGAR CITY, ID
PLANNING & ZONING PUBLIC HEARING MINUTES
Thursday, September 4, 2025,
7:00 P.M.

Commissioners in attendance: Chairman Spencer Haacke via Zoom, Drew Eager, Suzanne Williams & Rick Robertson

Others in attendance: City Building Inspector Quinton Owens, P&Z Administrator Kurt Hibbert, Deputy Clerk Shelley Jones, Code Enforcement Officer Kimber Jones, Colt Blaser, Reese Butikofer

7:00 p.m. The meeting was called to order by Chairman Spencer Haacke

Prayer by: Suzanne Williams

Pledge of Allegiance led by: Drew Eager

Public Hearing on Special Use Permit Application for Warehouse Use of Property Located at 350 Business Loop in Sugar City Business Park:

Chairman Spencer Haacke opened the hearing and stated that he received an affidavit from city staff stating that the public hearing was noticed properly. The time was turned over to Administrator Hibbert to give an overview of the hearing.

Mr. Hibbert explained the applicant's request. Warehouse use is not allowed in the Business Park Zone on the current land use schedule. Mr. Hibbert stated that he would recommend this as approvable. There are many other buildings in the business park that have been approved for warehouse use. The owner wants to use the building for warehouse storage of HVAC supplies. The applicant was not at the meeting.

Written Testimonies: None

Verbal Testimonies: None

Rebuttal by applicant: None as he was not present at the meeting.

7:08 Public Hearing closed by Chairman Spencer Haacke

CITY OF SUGAR CITY, ID
PLANNING & ZONING REGULAR MEETING MINUTES
Thursday, September 4, 2025,
7:00 P.M.

Approval of 08-07-2025 Minutes:

Motion to approve minutes made by: Drew Eager

Second by: Suzanne Williams

All were in favor. Motion Carried.

Public Comment: None

Chairman Haacke moved the discussion on the Sugar-Salem Meeting Update forward on the agenda.

Sugar-Salem Meeting Update and Scheduling:

Kurt Hibbert and Reese Butikofer presented information and reason for the upcoming town hall meeting. Letters and documents concerning the two communities growing together were presented at an earlier time. City Council discussed this at their May 8th meeting. There was discussion on the Sugar and Salem names combining for one whole community. Approximately 150 acres were annexed into Sugar City two years ago. The meeting will be about the two communities coming together to discuss the communities growing together. Salem originally gave birth to Sugar City. Sugar City became the urban part. They are now coming back together by the recent growth spurt. Salem does not want to be muscled out by Rexburg. Mr. Hibbert stated that this was smart planning. Sugar City was platted on Salem dirt. Salem has already added language to our comprehensive plan. We can be a viable city to the north as we grow together. The commission wants the first half of the upcoming meeting to be a discussion and presentation. The other half of the meeting would discuss re-zoning to fit the needs of the communities. At present there is a new Rural Ranchette zone. We would explain what this zone allows landowners. Commissioner Robertson stated that this is something that has been needed for a long time. A large majority of Salem residents agree. The Salem comprehensive plan was written in 2020. This is what started this process. Salem wants to shape their own destiny. The commission will prepare a handout to compare what the county offers and what the Rural Ranchette zone offers.

Review of SU Permit Application for 350 Business Loop – Action Item:

Commissioner Eager stated that warehouse use has been allowed for most buildings in the Business Park.

Motion by: Rick Robertson to recommend the Special Use Permit for 350 Business Loop for storing HVAC supplies.

Seconded by: Drew Eager

All in favor, motion carries

Review of Comprehensive Plan Chapters 11, 12 & 13 by Drew Eager:

Drew will send suggested edits to Kurt Hibbert. Page 52 - 17, 18 & 19 are duplicates of 14, 15 & 16, so we should remove them. Points 9 & 10 were discussed. It was asked if we had a sign and lighting ordinance. Building Inspector Owens stated that the city does. It was felt that we could beef up the wording in this section. We need more generic verbiage. It currently sounds dated and needs more clarity. We need a good overview of this and ask ourselves "Who is the audience and what do we want to tell them?" On page 48, there are 6 points – questions versus planning. It would be good to discuss this with sub-committees and then come back to P&Z with suggestions. It was asked if there is a current downtown plan. The content is dated. We want to make an inviting community. We should review the downtown blueprint and develop a city icon and discuss how we accomplish this. We need to focus on "Sweets" for Sugar City theme.

Next meeting: Review of Chapters 14, 15, and 16 by Rick Robertson.

Public Comment:

Colt Blaser had comments about the county having issues with Sugar-Salem fireworks at the ball games. He is the

one who takes care of this for the high school. He stated that for the past 5 years the school has had fireworks at their ball games with no issues. He would like the support of the city to continue doing this despite the county recently having told him he cannot do it anymore. It was felt that the county should not have authority over the city in allowing this. Most of the community enjoys the firework shows at the ball games. It was stated to Mr. Blaser that we empathize with his concern but that the Planning & Zoning commission really has no ability to help with this issue. It was suggested to meet with the mayor.

P&Z Sub-Committee Updates:

- **Design Review/Beautification Committee** - Suzanne Williams shared that a new building going in the Business Park will be a nice brick building similar Pocock's office building which the Design Review commission is excited to see.
- **Salem Area Development** - Rick Robertson stated that he and Mr. Eager met with Reese Butikofer and Bruce Shirley of Salem to discuss the process and where the discussions need to go for the town hall meeting on the 18th.

Zoning Map Update:

Discussion was tabled for next meeting.

Accessory Dwelling Unit Code Update:

Mr. Hibbert stated that September of 2024, the state mandated a change for ADU's. We are currently updating the ordinance with city attorney Chase Hendricks. Building Inspector Quinton Owens is streamlining the document. Notes will be cleaned up with better verbiage. There will need to be adequate parking spaces for the ADU's. Concerns of citizens will be addressed and there will be a hearing in the future for this.

Administrative Report:

P&Z Administrator Kurt Hibbert stated that there will be a meeting next week on the Harris property with some development groups. A letter went to the family describing what the city is doing. The property had been annexed into Rexburg and has since been de-annexed.

Agenda items for meeting on October 2, 2025:

- Public Hearing for Revised Land Use Table
- Comprehensive Plan Review of Chapters 14, 15 & 16 by Rick Robertson
- Subcommittee Updates
- Review of New Zoning Map
- Review Accessory Dwelling Unit City Code Amendments

8:11 p.m. Motion to adjourn the meeting by: Suzanne Williams

Second by: Rick Robertson

All were in favor. Motion carried.