

**CITY OF SUGAR CITY, ID**  
**PLANNING & ZONING REGULAR MEETING MINUTES**  
**Thursday, March 19, 2026, 7:00 P.M.**

**Commissioners in attendance:** Spencer Haacke, Cory Roberts, Rick Robertson, Chandler Lessing

**Others in attendance:** P&Z Administrator Kurt Hibbert, Office Assistant Erieka Pimentel.

**7:02 p.m.** The meeting was called to order by Chairman Spencer Haacke

**Prayer by:** Rick Robertson

**Pledge of Allegiance led by** Cory Roberts

**Approval of 3-05-2026 Minutes:**

**Motion to approve minutes by:** Chandler Lessing

**Second by:** Rick Robertson

**All were in favor. Motion Carried.**

**Public Comment:**

Ryan Heap indicated that he is adding a new business and submitting a Special Use Permit application. He intends to operate a preschool out of his existing dance studio located in the Sugar City Business Park. He is waiting for the review.

**Discussion on April 2, 2026, Town Hall Meeting for the Rural Ranchette/Trans Ag Zone/Salem Townsite:**

A date for the Town Hall Meeting has been scheduled for April 2nd at 7pm at Sugar Salem High School, in the auditorium. Planning & Zoning will use the Town Hall Meeting as the normal scheduled meeting. Spencer Haacke will present the proposed zone changes with slides, and open it for discussion.

Advertisement for the meeting was in the Standard Journal Newspaper, the digital sign board on Center St., City Website, and City Facebook. Arrangements with the school for a projector, microphone, and laser pointers are to be made available.

**Discussion on Land Use Map:**

P&Z Administrator Kurt Hibbert stated that any Rezones that need to happen need to be submitted to Planning & Zoning for changes. Spencer Haacke stated that a tentative date for a Public Hearing could be scheduled for May 7<sup>th</sup> in the meeting that follows the Town Hall Meeting, April 16<sup>th</sup>, 2026.

**P&Z Sub-Committee Updates:**

- SCURA (Sugar City Urban Renewal Agency) – Spencer Haacke stated that they had a meeting with the board leaders to discuss where they are at. They also met with Chase Hendricks, the Sugar City Attorney, who stated that there were some bugs that needed to be worked out. Most likely the citizens of Sugar City will have to vote for the Urban Renewal Agency. The Urban Renewal Agency is the Economic Development arm of the city. It allows for faster and more effective progress in the city.

- Salem Area Development - Rick Robertson met with Reese Butikofer about the upcoming Town Hall Meeting. Reese will send out emails to Salem residents.

- Historical Preservation - Cory Roberts was told that the Historical Society would like to replace the sign by Sugar Factory. Historical markers being possible to obtain a grant to make the signs. The Historical Society has been looking into what changes would need to be made to the Rocknack's accessory building as possible museum use. They may need to have some structural upgrades, changes of use for occupancy, and plumbing for restrooms.

- Community Beautification & Identity/Downtown Design & Revitalization - Commissioner Lessing stated that he would get with Shelley Jones about sending out the survey to businesses as soon as possible.
- Parks and Paths – The city is looking for grants to make a permanent bathroom in the parks. Starting with the first bathroom at Heritage Park.

#### **Administrative Report by Kurt Hibbert:**

##### **Stillwater Subdivision Update with the Developer, Brandt Monett:**

Mr. Monett spoke about Stillwater continuing to contain twin homes, some with basements. This has been a popular feature when selling the homes. He also spoke about his new development, Clearbrook. This will be a private community, with private roads that the HOA maintains. The community will have four-plex condos and four-plex townhomes, that will be individually owned. The price entry for each condo is around \$275k for 968 sq ft. Each condo will come with a two-car driveway that belongs to the owner. Gas, electric, water, and sewer included. All building exterior and grounds are maintained by the HOA. The Townhome is a 3bd 2ba, 1,446 sq ft starting at \$365k. They come with a one car garage and one car driveway. There is an area for two guests parking per four-plex of townhomes. The HOA will limit the investor percentage to 60%, and home owners to 40%.

Both projects are set to begin Summer 2026 with a wide range of options for buyers. There is a plan to have a full pathway around the whole community. This will be a walking/bike pathway for the community. This will allow more buyers to become homeowners with a range of pricing.

Mr. Monett spoke about the park that will be built in the development. The requirement for the park to be built is a threshold of 865 doors, and currently we are at 360 doors. They have established a fund to have money from each lot sold allotted for the construction of the park.

##### **Transportation Plan Update:**

Some existing roads will be downgraded or upgraded to be the main roadway for traffic. Yellowstone Hwy/Railroad Ave. has been downgraded; it is no longer the main pathway for the traffic. Sugar City was the first to adopt the transportation plan to the roads. There will be a scheduled Open House for the Road Study to present the information to the public. Planning & Zoning is asked to give their recommendation on the Road Study on the next normal work meeting, April 16, 2026.

The plan is currently being finalized with the addition of updated maps and specific data sets. Once released, a formal window for public comment will be opened, allowing residents to provide feedback on the proposed classifications and projects. Following public input, the final plan will be presented to Madison County and the Sugar City Council.

##### **Training on Ex Parte Communication:**

You can speak with the community members about any item any time, just make a note of who you spoke with, and what about. Only items that are up for Public Hearing do you need to disclose that information at the next work meeting for everyone to hear. There is only a problem when any member does not disclose this information to the board and the public.

##### **Agenda items for meeting on April 02, 2026:**

- Discussion on Rural Ranchette/Trans Ag Zone/Salem Townsite
- Public Comment

**8:42 p.m. Motion to adjourn the meeting by:** Rick Robertson

**Second by:** Chandler Lessing

**All were in favor. Motion carried.**