

**CITY OF SUGAR CITY, ID PLANNING &
ZONING MEETING MINUTES Thursday,
April 3, 2025, 7:00 P.M.**

Commissioners in attendance: Spencer Haacke, Rick Robertson, Brian Hawkes, Cory Roberts, Drew Eager, Suzanne Williams

Others in attendance: P&Z Administrator Kurt Hibbert, Deputy Clerk Shelley Jones, Brett Beutler representing Manly Movers, Citizens Cory Marriot & Brent Marriot

7:05 p.m. The meeting was called to order by Vice-Chairman Spencer Haacke

Prayer by: Rick Robertson

Pledge of Allegiance led by: Brian Hawkes

Minutes:

Motion to approve minutes of 3-20-25 made by: Rick Robertson

Second by: Cory Roberts

All were in favor.

Motion Carried.

Manly Movers Business Update:

The city's code enforcement officer delivered a letter to the business with a written warning to come into compliance before any further action is taken. They will review this further at their next meeting.

Comprehensive Plan Update:

Kurt Hibbert gave the commission an example of a Park Plan that the city may want to glean from to develop our own Park Plan as a chapter in our updated Comprehensive Plan. The city wants a new pavilion in Heritage Park but having a Park Plan, they may find a better location for it. The committee will start reviewing chapters in the current Comprehensive Plan. Chapter 1 will be reviewed for the next meeting and Commissioner Rick Robertson will lead that discussion.

The commission also revisited the schedule for P&Z meetings. It is the consensus that they will continue to meet on the first Thursday of each month and if there is no pressing business, they may not have a meeting on the third Thursday of the month. City Code requires the commission to meet nine times a year.

Going forward Derik Taylor and Spencer Haacke will serve as Co-Chairs of the commission instead of Chair and Vice-Chair.

The members of the commission will serve individually on future sub-committees. They will discuss what sub-committees they want to establish at the next meeting.

Sub-committee suggestions:

- Economic Development
- Parks & Pathways
- Salem Area Development
- Design Review
- Community Identity
- Downtown Revitalization (signage, design concepts, etc.)

Revisit of Manly Movers business Update:

Kurt Hibbert summarized the earlier discussion on the business for Brett Beutler as he came in to attend the meeting just after the earlier discussion had finished. Mr. Hibbert restated that a letter had been sent to him to ask him to come into compliance and that he had one week to do so, and the commission will be waiting to see what happens before any further action.

P&Z Sub-committee for Parks and Pathways:

The committee would like to get public input for sub-committees. We could advertise, send flyers out or solicit help in notifying the public. This would be helpful, especially for our Park Plan, to get public opinion about what citizens would like to see in our city parks. We want this to be an open, collaborative public process.

Urban Renewal Update:

There have been regular meetings concerning this and the next meeting will be on April 4th, with city attorney Chase Hendricks, who will be helping the city get things set up. They will meet every Friday at 8:15 a.m. to discuss basic requirements. An Urban Renewal Plan is starting to get fleshed out. The Urban Renewal Agency will contract out with the city for a while to help with expenses until it gets started and then it will be its own entity and will be self-funding.

Sugar-Salem Meeting:

The commission will set a date for a future informative public meeting with Salem to discuss a future rezone and annexation of certain areas. As they prepare for a public meeting with Salem, notices will be sent out to inform citizens of the meeting. The committee wants public input. They want to give a quick presentation and then have a question-and-answer period. They will give definitions and a summarization of the benefits and differences of the Trans Ag and Rural Ranchette zones and review the land use table. They will meet with the county before holding a meeting to see if both entities agree with each other. City staff will reserve the Sugar Salem High School Commons as the place to hold the meeting.

Administrative Report:

Mr. Hibbert shared a sidewalk plan with the commission to review. They will review the plan and have further discussions on ways to add more sidewalks to our community. The city has done well with grants to put sidewalks in. The city has public works standards for sidewalks. The commission will get Public Works Director Arlynn Jacobson's input and have him share the current city standards with the commission before our next discussion. The commission wants to know how the city deals with mailboxes and power poles in sidewalks. There was a concern if the Salem area would be required to have curb, gutter and sidewalks if they were annexed in.

8:05 p.m.

Motion to adjourn the meeting by: Suzanne Williams

Second by: Brian Hawkes

All were in favor.

Motion carried.