

CITY OF POCA TELLO, IDAHO  
CITY COUNCIL  
REGULAR CITY COUNCIL MEETING  
APRIL 20, 2023

---

AGENDA ITEM NO. 1: The Regular City Council meeting was called to order at 6:00 p.m.  
ROLL CALL AND by Mayor Brian Blad. Council members present were Rick Cheatum,  
PLEDGE OF Linda Leeuwrik, Corey Mangum, Josh Mansfield and Brent Nichols.  
ALLEGIANCE Council member Scott Marchand was excused.

Mayor Blad led the audience in the pledge of allegiance.

AGENDA ITEM NO. 2: The invocation was offered by Tony Seikel, a representative of  
INVOCATION Portneuf Sangha.

Mayor Blad announced that Agenda Item No. 15 had been pulled from the agenda and would be considered at a future City Council meeting.

AGENDA ITEM NO. 3: Council was asked to consider the following business items:  
CONSENT AGENDA

-MATERIAL CLAIMS (a) Consider the Material Claims for the period of April 1-15, 2023 in  
the amount of \$3,013,713.21.

-POCATELLO (b) Confirm the Mayor's reappointments of Jeff Hough, representing  
DEVELOPMENT Bannock County, David Villarreal and Greg Gunter to continue  
AUTHORITY serving as members of the Pocatello Development Authority. All  
REAPPOINTMENTS terms will begin May 1, 2023 and will expire May 1, 2027.

-COMMUNITY (c) Confirm the Mayor's appointment of Hunter Rodriguez to serve as  
DEVELOPMENT a member of the CDBG Advisory Committee, replacing Jo Evans  
BLOCK GRANT who resigned. Hunter's term will begin April 21, 2023 and expire  
ADVISORY January 1, 2024.  
COMMITTEE  
APPOINTMENT

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

AGENDA ITEM NO. 4: Mr. Cheatum, on behalf of Mayor Blad, proclaimed Friday,  
PROCLAMATIONS April 28, 2023, to be Arbor Day in Pocatello and encouraged  
all citizens to celebrate Arbor Day and support efforts to protect our  
trees and woodlands. He urged citizens to plant and care for trees to gladden the heart and promote  
the well-being of this and future generations.

Mr. Nichols, on behalf of Mayor Blad, proclaimed Saturday, April 22, 2023, to be Earth Day in Pocatello and encouraged all citizens, businesses, and institutions to make a commitment to undertake programs and projects that enhance our community's natural environment by reducing the city's carbon footprint and help build a sustainable community.

Jennifer Flynn, Public Works representative, accepted the proclamation and thanked the Mayor and Council for the recognition.

Mr. Mansfield, on behalf of Mayor Blad, proclaimed the month of April 2023 to be Civitan Awareness Month in Pocatello and encouraged all citizens to actively support and take pride in the worthwhile efforts of this international service organization and in the work of local Civitans in our community.

Nicole Bush, Bannock Civitan President, accepted the proclamation and thanked the Mayor and Council for the recognition and their support.

AGENDA ITEM NO. 5: Mayor Blad reminded the Council members of the May 4<sup>th</sup>  
CALENDAR REVIEW Clarification meeting at 5:30 p.m.; Regular Council meeting at 6:00 p.m.; and the City Council Work Session to be held May 11<sup>th</sup> at 9:00 a.m.

Mayor Blad announced the annual spring cleanup of the cemeteries will continue through the end of April. Crews will remove and discard all flowers and decorations. Citizens are asked to remove any items they have placed on cemetery spaces if they wish to avoid disposal of the items by cemetery staff. The City will host its annual hiring fair April 21<sup>st</sup> from 2:00 p.m. to 7:00 p.m. at the Public Works Annex located at 2405 Garrett Way. The Portneuf Valley Environmental Fair will be held April 22<sup>nd</sup> at Caldwell Park from 11:00 a.m. to 3:00 p.m.; citizens using any PRT fixed route or special service during the Fair hours may ride to and from Caldwell Park for free. Medication Take-back Day will coincide with the Environmental Fair, and law enforcement personnel will be on-hand to "take-back" and safely dispose of unwanted medications to keep them out of the water supply. Half-price dog and puppy adoptions have been extended through April 22<sup>nd</sup> at the Animal Shelter. Residents are invited to an open house April 25<sup>th</sup> to provide input regarding how Pocatello's Downtown Historic District Design Standards can encourage economic growth while protecting Pocatello's distinctive character. There will be two sessions to choose from, the first between noon and 1:00 p.m., and the second between 4:00 and 6:00 p.m., at Dude's Public Market, 240 South Main Street. The 2023 Portneuf Valley Fun Run Series begins with the Law Day Run on May 6<sup>th</sup>. For more information or to sign up, visit the City's website or contact Parks and Recreation. Zoo Idaho is now open every day, and half-price dog licenses are available throughout the month of May. Licenses may be purchased at City Hall or the Animal Shelter. The Compost Happens program has begun and will continue through the last full week of November. Yard waste carts will be picked up on the same day as the regular trash collection day. Sandbags are available for citizens at the Public Works building located at 2405 Garrett Way. Residents may fill and take up to 8 bags per household.

AGENDA ITEM NO. 6: This time was set aside for the Council to receive comments from the public regarding a zone map amendment application request by Brandon Ratliff of Land Quest LLC, rezoning 3.58 acres (more or less) of a 15.69 acre parcel (more or less) from Residential-Medium Density Multi-Family (RMM) to Residential High Density (RH). The Planning and Zoning Commission recommended approval of the application with conditions on March 22, 2023.

PUBLIC HEARING  
-ZONE MAP  
AMENDMENT  
-WESTERN SKIES

Mayor Blad opened the public hearing.

Council members announced there had been no ex parte communication.

Sean O'Brien, representing Rocky Mountain Engineering and Surveying (RMES), briefly described the request and associated history of the parcel. In response to questions from Council, he confirmed that the zoning change would allow for slightly smaller lots and higher density as well as setback changes.

Matthew Lewis, Senior Planner, gave an overview of the request. He clarified that the maximum number of dwelling units per acre would be the most significant change.

Mayor Blad announced no written comments had been received.

A motion was made by Mr. Cheatum, seconded by Mr. Mangum, to approve the zone map amendment request by Brandon Ratliff of Land Quest LLC, rezoning 3.58 acres (more or less) of a 15.69 acre parcel (more or less) from Residential-Medium Density Multi-Family (RMM) to Residential High Density (RH) and that all conditions in the staff report be met and that the decision be set out in appropriate Council decision format. Upon roll call, those voting in favor were Cheatum, Mangum, Leeuwrik, Mansfield and Nichols.

AGENDA ITEM NO. 7: This time was set aside for the Council to receive comments from the public regarding a request by Kent Morris of Morris Construction, represented by Chris Street of HLE, Inc., for a Planned Unit Development (PUD) to develop 4.69 acres (more or less) into 36 townhome lots; 8 four-plex lots; and combination stormwater and recreation area. The subject parcel is located east of Philbin Road and south of Brock Drive. The Planning and Zoning Commission recommended approval of the application with conditions on March 22, 2023.

PUBLIC HEARING  
-PLANNED UNIT  
DEVELOPMENT (PUD)  
-BROCK PLACE PUD

Mayor Blad opened the public hearing.

Council members announced there had been no ex parte communication.

Chris Street, HLE, Inc., briefly described the request. He explained that Mr. Morris desired to build multi-family dwelling units in a development that includes separation from nearby single-family residences by providing a walking path and recreational areas. Mr. Street added that public comment

from neighbors was considered and suggestions implemented. In response to questions from Council, Mr. Street clarified the size and location of the underground stormwater infiltrators.

Matthew Lewis, Senior Planner, gave an overview of the request. He confirmed that the Planning and Zoning Commission recommended approval of the application. Mr. Lewis pointed out that a parcel of land had been dedicated to the City to allow for the widening of Philbin Road and installation of curb and gutter, and the applicant intends to provide more than minimum requirement of open space. In response to questions from Council, Mr. Lewis briefed the Council on planned unit developments (PUD). He stated that the purpose of a PUD is to provide a greater mixture of uses, allow for higher density, encourage cluster development with greater open space and to integrate with surrounding areas. Mr. Lewis clarified that lot 1 is a 10-foot wide piece of land dedicated for widening Philbin Road and adding curb and gutter.

Mayor Blad announced no written comments had been received.

Benjamin Linford, Pocatello resident, spoke uncommitted to the application. He expressed his desire for additional major connecting roads to be included in City planning and in private development. Mr. Linford added that widening roads is not a long-term solution to the need for additional connecting roads and alternate routes, particularly in the northwest side of Pocatello.

Merril Quayle, Development Engineer, spoke uncommitted to the application. He confirmed there are road plans in place and that interconnectivity of roads is naturally created through the land development process. In response to questions from Council, he clarified that five infiltrators were included in the plan, but they may be reduced to two. Mr. Quayle added that the interceptors are 1,500-gallon capacity containers approximately 6-feet by 10-feet by 6-feet in size.

A motion was made by Mr. Nichols, seconded by Mr. Mangum, to approve the request by Kent Morris for a Planned Unit Development (PUD) to develop 4.69 acres (more or less) into 36 townhome lots; 8 four-plex lots; and combination stormwater and recreation area with the following conditions: 1) All applicable standards of Pocatello Municipal Code 16.20 and 16.24 shall be strictly adhered to; 2) All open space designated as part of the subject PUD shall be maintained by the future homeowner's association subject to the standards of Municipal Code 17.02.140.D.4; 3) The parking area shall be dedicated as shared common area and at no point may any gates or other obstruction be placed within the parking and access area so as to prevent fire access through the parking lot areas as well as the rear yard of each townhome. 4) The pedestrian path shall be moved a minimum of five (5) feet from the rear property line thereby creating a five (5) foot planter area. To satisfy PMC 17.05.270,D.1. Transitional Landscape Buffers, one (1) tree 1 and 1/2" in caliper shall be planted every twenty (20) feet within said planter between the fence and pedestrian path. The pedestrian path and planter area shall be maintained by the homeowner's association; 5) An access easement shall be placed over the pedestrian pathway and five (5) foot wide planter as part of the preliminary and final plats; 6) The applicant shall provide a two (2)-foot easement line around the footprint of each end building to provide for awnings, eaves, overhangs, and landscaping to extend into the shared common area, to be maintained by the homeowner's association. Said easement shall be shown on the preliminary and final plat for each phase of the development; 7) The developer shall work with City Staff for acceptable trash enclosures around the dumpsters; 8) All proposed amenities shall be complete with each phase

as proposed; 9) Any outdoor lighting installed in the rear yard of the town homes shall not exceed ten (10) feet in height; 10) A final landscape plan shall be submitted at the time of the initial building permit application and shall be compliant with all landscaping requirements of Pocatello Municipal Code. Said plan shall include a planting schedule which includes the type of vegetative, non-vegetative cover, and tree type and size; 11) All approved architectural standards shall be enforced by the homeowner's association per PMC 17.02.140.G.5; and 12) All other standards and conditions of Municipal Code not herein stated but applicable to residential development shall apply and that the decision be set out in appropriate Council decision format, and that the proposed subdivision is located east of Philbin Road and south of Brock Drive. Upon roll call, those voting in favor were Nichols, Mangum, Cheatum, Leeuwrik and Mansfield.

AGENDA ITEM NO. 8: Council was asked to approve a short plat application submitted by  
-SHORT PLAT Jeff Butler, represented by Summit Land Surveying (mailing address:  
APPLICATION PO Box 484, Inkom, ID 83245), to subdivide 2.79 acres (more or  
-RIMROCK less) into two (2) commercial lots. The general location of the  
PROPERTIES property is 4539 South 5th Avenue (north of South Valley Road and  
south of Interstate 15). The Council may wish to approve with  
conditions as outlined in the Staff report.

A motion was made by Mr. Cheatum, seconded by Mr. Mangum, to approve a short plat application submitted by Jeff Butler to subdivide 2.79 acres (more or less) into two (2) commercial lots with the following conditions: 1) All conditions on the Short Plat Subdivision Application Staff Report shall be met; 2) All conditions set out in the Public Works Department Memorandum from Merrill Quayle, P.E. dated April 10, 2023, 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) Prior to recording of the plat, the area to remain undistributed shall be shown on the plat and delineated with a building restriction line. The area delineated with the building restriction line shall include the rock cliff. The boundaries shown on the plat shall be surveyed and staked prior to beginning of construction. All other standards of City Code 17.05.140 shall apply. All building permit applications for structures on lots with a natural slope of 15% or greater shall be accompanied by a geotechnical assessment and 5) All other standards and conditions of Municipal Code not herein stated but applicable to residential development shall apply and that the decision be set out in appropriate Council decision format and that the proposed subdivision is located at 4539 South 5<sup>th</sup> Avenue, north of South Valley Road and south of Interstate 15. Upon roll call, those voting in favor were Cheatum, Mangum, Leeuwrik, Mansfield and Nichols.

AGENDA ITEM NO. 9: Council was asked to approve a short plat application submitted by  
-SHORT PLAT Steven Michael Barfuss, represented by Sean O'Brien of RMES  
APPLICATION (mailing address: 600 East Oak Street, Pocatello, ID 83201),  
-PARLEYS WAY requesting to subdivide two (2) existing parcels encompassing  
1.32 acres (more or less) into two (2) residential lots. The Council  
may wish to approve with conditions as outlined in the Staff report.

A motion was made by Mr. Mansfield, seconded by Mr. Cheatum, to approve a short plat application request submitted by Steven Michael Barfuss to subdivide a two (2) existing parcels encompassing

1.32 acres (more or less) into two (2) residential lots with the following conditions: 1) All conditions on the Short Plat Subdivision Application Staff Report shall be met; 2) All conditions set out in the Public Works Department Memorandum from Merrill Quayle, P.E. dated, April 10, 2023, 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) The plat title shall be amended from a one (1) lot to a two (2) lot to subdivision prior to recording and 5) All other standards and conditions of Municipal Code not herein stated but applicable to residential development shall apply and that the decision be set out in appropriate Council decision format, and that the land is located at 2207 South Grant Avenue. Upon roll call, those voting in favor were Mansfield, Cheatum, Leeuwrik, Mangum and Nichols.

AGENDA ITEM NO. 10: Council was asked to approve a short plat application submitted by  
–SHORT PLAT Daniel Snell, represented by Michael Jaglowski of Kinport  
APPLICATION Engineering, LLC (mailing address: PO Box 2024, Pocatello, ID  
–SNELL SWISHER 83201) requesting to subdivide 0.57 acres (more or less) of land into  
one (1) two-family (duplex) lot and a single-family lot. The Council  
may wish to approve with conditions as outlined in the staff report.

A motion was made by Mr. Cheatum, seconded by Mr. Nichols, to approve a short plat application request submitted by Daniel Snell to subdivide 0.57 acres (more or less) of land into one (1) two-family (duplex) lot and a single-family lot with the following conditions: 1) All conditions on the Short Plat Subdivision Application Staff Report shall be met; 2) All conditions set out in the Public Works Department Memorandum from Merrill Quayle, P.E. dated, April 10, 2023 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) Pursuant to the directive from Intermountain Gas Company, no improvements (buildings, trees, fence) shall be constructed within ten feet (10') on either side of the pipeline easement. Additionally, to maintain the depth of the gas pipeline, no material shall be removed from over the pipeline area; 5) Based on slope development standards, only a single-family home may be constructed on Lot 1, Block 1; 6) A maximum area of disturbance shall not exceed 5,735.5 square feet. A "No Build/Grade Line" shall be provided on Lot 1 Block 1 of the plat prior to recording; 7) All minimum setbacks shall be maintained as required under Pocatello Municipal Code 17.03.600; 8) Recorded Owner's Covenants, Conditions and Restrictions (CC&Rs) for the subdivision, if any, shall be submitted after the recording for the plat and 9) All other standards and conditions of Municipal Code not herein stated but applicable to residential development shall apply and that the decision be set out in appropriate Council decision format, and that the land is located at 1154 Swisher Road. Upon roll call, those voting in favor were Cheatum, Nichols, Leeuwrik, Mangum and Mansfield.

AGENDA ITEM NO. 11: Council was asked to approve a short plat application submitted by  
–SHORT PLAT by McCormick Ranch, LLC. (mailing address: 346 North 4456 East,  
–FAIRGROUNDS Rigby, ID 83440) to subdivide 33.81 acres (more or less) into three  
PLACE SUBDIVISION (3) lots. The proposed subdivision is generally located south of  
Venture Way and west of Fairgrounds Road. The Council may wish  
to approve with conditions as outlined in the staff report.

Rod Furniss, representing McCormick Ranch, complimented the staff at the City of Pocatello for their professionalism, knowledge and skills throughout the application process.

A motion was made by Mr. Cheatum, seconded by Mr. Mangum, to approve a short plat application request submitted by McCormick Ranch, LLC to subdivide 33.81 acres (more or less) into three (3) lots with the following conditions: 1) All conditions on the Short Plat Subdivision Application Staff Report shall be met; 2) All conditions set out in the Public Works Department Memorandum from Merrill Quayle, P.E. dated April 10, 2023, 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 and 4) All other standards and conditions of Municipal Code not herein stated but applicable to residential development shall apply and that the decision be set out in appropriate Council decision format and that the proposed subdivision is generally located south of Venture Way and west of Fairgrounds Road. Upon roll call, those voting in favor were Cheatum, Mangum, Leeuwrik, Mansfield and Nichols.

AGENDA ITEM NO. 12: Council was asked to approve a short plat application submitted by  
-SHORT PLAT Pocatello Neighborhood Housing Services (mailing address: 206  
-BONNEVILLE North Arthur Avenue, Pocatello, ID 83204) to subdivide 0.12 acres  
COMMONS (more or less) into three (3) condominium lots. The proposed  
CONDOMINIUMS subdivision is located at the northeast corner of the intersection of  
NO. 1 North 8th Avenue and East Lander Street. The Council may wish to  
approve with conditions as outlined in the Staff report.

A motion was made by Ms. Leeuwrik, seconded by Mr. Mangum, to approve a short plat application request submitted by Pocatello Neighborhood Housing to subdivide 0.12 acres (more or less) into three (3) condominium lots with the following conditions: 1) All conditions on the Short Plat Subdivision Application Staff Report shall be met; 2) All conditions set out in the Public Works Department Memorandum from Merrill Quayle, P.E. dated April 10, 2023, 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) As the applicant is desirous of utilizing lot size averaging for the front setback, an administrative adjustment for the front setback of the proposed condominium may be required at the time of building permit and 5) All other standards and conditions of Municipal Code not herein stated but applicable to residential development shall apply and that the decision be set out in appropriate Council decision format, and that the proposed subdivision is located at the northeast corner of the intersection of North 8th Avenue and East Lander Street. Upon roll call, those voting in favor were Leeuwrik, Mangum, Cheatum, Mansfield and Nichols.

AGENDA ITEM NO. 13: Council was asked to approve a short plat application submitted by  
-SHORT PLAT by Pocatello Neighborhood Housing Services (mailing address: 206  
-BONNEVILLE North Arthur Avenue, Pocatello, ID 83204) to subdivide 0.12 acres  
COMMONS (more or less) into three (3) condominium lots. The proposed  
CONDOMINIUMS subdivision is located at the northwest corner of the intersection of  
NO. 2 North 9th Avenue and East Lander Street. The Council may wish  
to approve with conditions as outlined in the Staff report.

A motion was made by Mr. Cheatum, seconded by Mr. Mangum, to approve a short plat application request submitted by Pocatello Neighborhood Housing to subdivide 0.12 acres (more or less) into three (3) condominium lots with the following conditions: 1) All conditions on the Short Plat Subdivision Application Staff Report shall be met; 2) All conditions set out in the Public Works Department Memorandum from Merrill Quayle, P.E. dated April 10, 2023, 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) As the applicant is desirous of utilizing lot size averaging for the front setback, an administrative adjustment for the front setback of the proposed condominium may be required at the time of building permit and 5) All other standards and conditions of Municipal Code not herein stated but applicable to residential development shall apply and that the decision be set out in appropriate Council decision format, and that the proposed subdivision is located at the northeast corner of the intersection of North 8th Avenue and East Lander Street. Upon roll call, those voting in favor were Cheatum, Mangum, Leeuwrik, Mansfield and Nichols.

AGENDA ITEM NO. 14: Council was asked to approve submission of a pre-award grant application and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review, to the Energy Efficiency and Conservation Block Grant (EECBG) Program. A notice of intent was published by the DOE stating Pocatello was eligible for \$118,810.00. The EECBG Program is designed to assist states, local governments, and Tribes in implementing strategies to reduce energy use, to reduce fossil fuel emissions, and to improve energy efficiency.

A motion was made Ms. Leeuwrik, seconded by Mr. Cheatum, to approve submission of a pre-award grant application and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review, to the Energy Efficiency and Conservation Block Grant (EECBG) Program and a notice of intent was published by the DOE stating Pocatello was eligible for \$118,810.00.

Council members clarified that the decision of how the money would be used has not yet been decided.

Upon roll call, those voting in favor were Leeuwrik, Cheatum, Mangum, Mansfield and Nichols.

AGENDA ITEM NO. 15: As announced earlier, Agenda Item No. 15, requesting the procurement of CentralSquare Solutions software for the City's current Electronic Resource Planning (ERP) software to allow a seamless integration now and in future upgrades had been pulled from the agenda.

AGENDA ITEM NO. 16: There being no further business, Mayor Blad adjourned the meeting at 6:58 p.m.

APPROVED BY:



---

BRIAN C. BLAD, MAYOR



REGULAR CITY COUNCIL MEETING  
APRIL 20, 2023

9

ATTESTED BY:



WENDY A. PRATHER, DEPUTY CITY CLERK

PREPARED BY:



SHAWNIE SATTERFIELD FERRIN, ADMINISTRATIVE ASSISTANT