

**Caribou County Planning & Zoning Commission  
Meeting Minutes of February 3, 2016**

The Caribou County Planning & Zoning Commission met in regular session on February 3, 2016, at 6:00 p.m. Those in attendance were Loren Smith, David Miles and Scott Shuler. Also in attendance were Krista Christensen, Planning and Zoning Secretary, Alan Skinner, City of Soda Springs Director of City Services, and James Ackerman, public attendee.

Loren Smith opened the meeting. The Board reviewed and discussed the letter from Louis Berg regarding his proposal to develop a Wildlife Park in Caribou County.

The Board determined that Mr. Berg needs to follow proper procedures for applying for a Conditional Use Permit and present to the Board in person. Discussion ended.

The meeting minutes were reviewed for September, October, November and December 2015, and for January 2016. David Miles motioned to accept the meeting minutes. Scott Shuler seconded the motion. All were in favor. The meeting minutes were accepted.

Krista Christensen presented a summary and handed out documentation from the December 1, 2015, Planning and Zoning training meeting.

Loren Smith made a request that Larry Simmons, who was issued a Conditional Use Permit for the Wood Canyon Gravel Pit, and Ryan Ragain, who was issued a Conditional Use Permit for Wyoming Outfitters, come back and report to the Board for their annual reporting.

Alan Skinner, Director of City Services for the City of Soda Springs, was given the floor to present to the Board information for discussion regarding the City Impact Area, specifically:

In the case of Reardon vs. City of Burley. It was decided by the courts that the County cannot delegate their Planning and Zoning responsibilities to the City in the Impact area.

The County can have an agreement to adopt the City's ordinances as they relate to zoning, subdivisions and comprehensive plans, but this must be done in parallel with the City. The County must also collect fees and issue permits but the City can be involved in the discussions.

It is important to note that the reason for the Impact Area is to keep building in compliance with City ordinance for future annexation into the City. Mr. Skinner said he recently attended a County Commission meeting and believes their goal is to use City Code where applicable to regulate the Impact Area. This was evident in Chairman Somsen's comments at the meeting.

The first step would be for both Planning and Zoning Commissions to agree on the area and conditions and recommend to the County Commissioners and City Council to adopt the proposal.

Two ordinances will need to be passed by both the County and the City:

- Ordinance #1 will define the area of City Impact and must include a Public hearing (can be one joint County/City)
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- Ordinance #2 would be to adopt the City Code for enforcement in the County and would include items both Planning and Zoning Boards think are relevant now, then another joint public hearing.

Mr. Skinner presented the Board with meeting minutes from January, February, March and April, 2008 Planning and Zoning meetings where the City Impact Area was discussed, as well as the Board's final results from their meetings.

It was determined that a combined meeting shall be held in March with the City and County Planning and Zoning Commissions to discuss and make decisions regarding the City Impact Area.

Scott Shuler motioned to adjourn the meeting. David Miles seconded the motion. All were in favor. The meeting was adjourned.

The Caribou County Planning and Zoning Commission will meet on March 2, 2016, at 6:00 p.m. for a regular meeting.

Signed:



Loren Smith, Committee Chairman

Attested:



Krista Christensen, Secretary