

City of Rigby Planning & Zoning Commission Minutes

Date: July 9, 2026

Time: 7:02 p.m.

Location: City Hall 158 Fremont St. Rigby Idaho

Call to Order

The Planning & Zoning Commission meeting was called to order at 7:02 p.m.

Roll Call

Commissioners present Commissioner Kifer chair, commissioner Sutherland vice chair, commissioner Smith, commissioner Belk, commissioner Matherly and commissioner Dennett

Staff called in by phone: Mitch Bradley

Public works. Ione Hansen Planning and Zoning Administrator present.

Approval of Minutes

Approval of May 14, 2026, Meeting Minutes

The Commission reviewed the minutes from the May 14, 2026, meeting.

A motion was made and seconded to approve the minutes as presented. No corrections were noted.

Motion carried.

Agenda Adjustment

Due to the large number of attendees, the Chair adjusted the agenda and requested those present for the J&L Holdings public hearing to wait outside while the first application was considered.

Public Hearing – Mountain Ridge at Burgess Point PUD

Brad Cramer of Perspective Planning Consulting and Steve Heath with Mountain West Engineering presented a Planned Unit Development application for approximately 8.5 acres. The proposal included 76 attached single-family townhome units consisting of duplexes, fourplexes, and eight-unit buildings. The development would have private roads and utilities maintained by a homeowner's association and approximately 38,000 square feet of common open space.

Commission discussion focused on canal safety, traffic impacts, irrigation water, HOA responsibilities, and the location of the proposed open space. Concerns were expressed regarding the proximity of the Burgess Canal, the unresolved irrigation source, long-term maintenance of private infrastructure, and whether the proposed open space met the City's requirement for usable common areas.

The applicant agreed to work with the canal company regarding fencing requirements and to provide additional information regarding irrigation.

Action

Commission Kifer requested revisions to provide centrally located, accessible open space and additional documentation regarding irrigation and HOA maintenance responsibilities before further consideration. Commissioner Matherly seconded the motion.

Motion carried.

Public Hearing – J&L Holdings Zone Map Change/ Zone Map Amendment

The Commission opened the public hearing to consider a request from J&L Holdings for a zone change/ zone map amendment affecting approximately 53.3 acres. The proposal requested changing the current R1 zoning designation to approximately 24.9 acres of R2, 20.91 acres of R3, and 7.13 acres of Commercial zoning.

The applicant explained that the proposal was a revision of a previously denied application and stated that the revised plan reflected changes made in response to concerns raised during the earlier review. The developer described the vision for the project as a master-planned community that would include parks, walking paths, a pond, a playground, open space, and commercial uses intended to serve future residents. Although portions of the property would be zoned R2, the applicant stated the intent was to develop that area with single-family style homes to provide a transition between existing neighborhoods and the higher-density residential areas.

Prior to public testimony, correspondence was read into the record stating that the mayor had determined the revised application constituted a "substantially different" proposal under City Code 10-3-8, allowing the application to be reconsidered despite the previous denial. Several commissioners noted that the City Code does not specifically define what constitutes a "substantial change."

Numerous members of the public spoke in opposition to the requested rezoning. Speakers expressed concerns that the proposed increase in residential density would place additional demands on schools, water and sewer infrastructure, roads, emergency services, and other public facilities. Residents cited existing traffic congestion and safety concerns at the Highway 48 and 4000 Road intersection and questioned whether the surrounding transportation network could safely accommodate additional traffic generated by the development. Several speakers stated they believed the proposed R3 zoning could significantly increase daily vehicle trips.

Several residents also expressed concerns about preserving the character of surrounding single-family neighborhoods, stating that higher-density residential development was inconsistent with the existing area. Others questioned whether the proposal would provide meaningful affordable housing and expressed concerns about the long-term maintenance and appearance of apartment developments.

A number of speakers challenged the procedural eligibility of the application, arguing that the revised proposal did not represent a substantial enough change from the previously denied application to satisfy City Code requirements for reconsideration within one year. They requested that the Commission reject the application on procedural grounds.

Representatives from Jefferson County discussed ongoing coordination with the City regarding growth planning and infrastructure needs. Commissioners were informed that the Idaho Transportation Department was conducting a regional traffic impact study for the Highway 48 corridor and surrounding intersections, with findings expected to be presented publicly within approximately 30 days. County representatives also discussed the challenges associated with rapid population growth and noted that higher-density development can reduce land consumption and improve the efficiency of public services when properly planned.

During Commission deliberation, members discussed questions regarding the exact acreage proposed for each zoning designation, noting discrepancies between figures presented during the meeting. Commissioners also discussed the difference between the requested R2 zoning and the applicant's stated intention to construct single-family homes within that area. The Commission acknowledged the mayor's determination regarding the application's eligibility for reconsideration while recognizing that the City Code provides no clear definition of "substantial change."

Action

Commissioner Smith motion was made to recommend to council:

Zone Change/ Zone Map Amendment

- **Applicant:** J & L Holdings
- **Parcel:** RPA00000175330, RPA00000176410
- **Current Zoning:** R-1 (Low Density Residential)

- **Zoning Proposal:** 24.99 acres R-2 zoning (Medium-Density Residential), 20.91 acres R-3 zoning (Higher-Density Residential) and 7.13 acres of Commercial Zoning
 - **Total acreage:** approx. 53.03 acres
1. The R2-zoned portion of the development shall be limited to single-family dwellings.
 2. A traffic impact study shall be completed during the planning process, including a traffic signal warrant analysis for affected intersections.

Subject to all staff recommendations and the following additional conditions. Commissioner Belk seconded the motion.:

Motion: The motion passed by roll-call vote, with commissioner Matherly voting in opposition. The recommendation was forwarded to the City Council for a public hearing and final consideration.

Adjournment

Motion to adjourn Commissioner Kifer motion to adjourn seconded by Sutherland

Motion carried.

There being no further business, the meeting was adjourned.

Finding of Fact – Acreage Discrepancy

At the public hearing, the applicant stated that the proposed project involved **8 acres**. However, the official application submitted for approval requested a land use change involving **6 acres**. Likewise, the published public notice identified the application as affecting **6 acres**. The applicant's statement at the public hearing was therefore inconsistent with both the filed application and the published notice. This discrepancy created conflicting information in the public record regarding the actual acreage under consideration and raises questions as to whether the public received accurate notice of the proposal being considered.

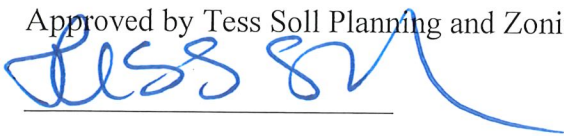
Journalment

There being no further business, the meeting was adjourned.

Approved by Chairwoman Jenny Kifer

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Approved by Tess Soll Planning and Zoning Administrator

A handwritten signature in blue ink, appearing to read "Tess Soll", is written over a horizontal line.

