

CITY OF SHELLEY
PLANNING & ZONING
MINUTES

October 15, 2025

PRESENT: Chairman: Shane Wootan
P&Z Members: Josh Carrell, Cam Hulse, Devan Dye, Aaron Severinsen
P&Z Members (Absent): Paul Voelker, Lauren Cardon
Deputy City Clerk/Treasurer: Tori Pacheco

Shane called the meeting to order at 6:30 p.m.

Peggy Taysom – 306 N State St – Discuss property zoning and using the property as residential. Mrs. Taysom was unable to attend the meeting. She requested to reschedule for a later date. Shane moved, and Josh seconded to table agenda item number two. Four in favor and two absent. Approved unanimously.

Public Hearing - Dalton Dopp Special Use Permit at 154 E Center St, Shelley, ID 83274, including parcel number RP2017500. – Dalton Dopp, 154 E Center St, Shelley, ID 83274, is requesting a special use permit to allow his family to live on the property during the remaining construction of his project to save costs. Mr. Dopp estimates this will take about two years. The project will be a hotel with seven to eight rooms. Shane opened the public hearing. Duke Arave, 190 E. Center St, Shelley, ID 83724, is the second-closest neighbor. Mr. Arave asked if Mr. Dopp received a notice from the city to repair the missing sidewalk on the property. Mr. Dopp confirmed he did, and the sidewalk is scheduled to be replaced. Mr. Arave has been mowing the weeds on the property to prevent them from spreading to his land. He stated that communication with Mr. Dopp has been good and that the property has adequate parking for the planned use. Mr. Arave does not foresee any issues with issuing the permit. Randy Adams, Fire Chief, asked whether the commercial sprinkler system had been installed. Mr. Dopp questioned why it was necessary if he is the owner, suggesting that liability could be avoided. Mr. Adams explained it could be avoided if the property were zoned residential. Mr. Dopp said that with this permit, the code would follow residential regulations. Mr. Adams noted this is a gray area and asked if the framing is complete, since he usually does not allow occupancy before those items are finished. He stated that if the zoning was residential, liability wouldn't be an issue, but this property is zoned heavy commercial. Shane closed the public hearing. Josh Carrell recused himself from discussion and voting, requesting to step away from the committee to maintain separation. Aaron asked if the property had always been zoned heavy commercial, which was confirmed. His main concern is the length of the request—two years—and he suggested that is too long. Cam asked about the duration, and Shane explained Mr. Dopp is requesting two years. Shane added that public safety concerns fall to Randy Adams, not the planning and zoning committee, which must decide if a special use permit is appropriate. Aaron reiterated that two years is a long time and noted that other properties in the city have done similar things. Shane suggested there might need to be a stipulation about who can live there during construction, such as family members. Typically, under heavy commercial zoning, occupancy isn't allowed, but if permitted, it should require approval from the fire marshal. Aaron moved, and Devan seconded, to approve the special use permit for 154 E Center St, Shelley, ID 83274, pending the health and safety approval of Chief Randy Adams. The motion passed unanimously with three votes in favor, one recusal, and two absences.

Public Hearing - Annexation & Rezone for the address of 1396 N Hwy 91, Shelley, ID 83274, this will only include the rear 65 feet of parcel numbers RP0470401, RP04070310, and RP0470312– Wholesale Unlimited Inc – Tori stated that on the agenda, it says that only the rear 65 feet of this property is to be annexed, and this is incorrect. The publication and public notice letters were correct. The annexation of this property will include the entirety of parcel numbers RP047401, RP04070310, and RP0470312 if the Committee deems it ok for referral to the council. Shane opened the public hearing. Randy Adams (Fire Chief) Mr. Adams commented that if the request was made by the property owner for annexation, he does not see any issue as long as all City code is followed. Shane closed the public hearing. Aaron moved, and Cam seconded, to recommend the annexation and rezone of 1396 N Hwy 91, Shelley, ID 83274, including parcel numbers RP0470401, RP04070310, and RP0470312, into the City limits as Heavy Commercial to the City Council. Four in favor, two absent. Approved unanimously.

Public Hearing - Annexation & Rezone for the address of 852 E 1400 N SHELLEY ID

CITY OF SHELLEY
PLANNING & ZONING
MINUTES

83274, including parcel numbers RP0457907 & RP0457907 -Utah Power and Light Co (Rocky Mountain Power) – Shane opened the public hearing. Randy Adams (Fire Chief) does not see any issue with the annexation and rezoning of this property into the City limits. Shane closed the public hearing. Shane let the committee know that Utah Power and Light Co. submitted a letter to the City stating that they wish to remain neutral in the annexation and rezoning as a public utility. Josh moved, and Aaron seconded, to recommend the approval of the annexation and rezoning of 852 E 1400 N, Shelley, ID 83274, including parcel numbers RP0457907 & RP0457907, to Heavy Commercial to the City Council. Four in favor, two absent. Approved unanimously.

Public Hearing - Annexation & Rezone for the address of 1424 N Highway 91, Shelley, ID 83274. This will include only the rear 65 feet of parcel number RP0457923 & RP0457926 – Mont and Maria Howard – Shane stated that Mr. Howard withdrew his request for annexation and rezoning into the city limits. Agenda item number six is no longer contingent, and items seven and eight are no longer fully contingent. RP0457920, the narrow strip located behind Utah Power and Light Co., will be annexed into the city.

Public Hearing – Annexation for the address of 1470 N Hwy 91, Shelley, ID 83274, including parcel numbers RP0457920 & RP0458304 -Riverwood Development LLC – Shane stated that with the withdrawal of Mr. Howard, the only contingent parcel will be parcel number RP4057920. Shane opened the public hearing. Todd Nulph, 848 E 1415 N Shelley, ID 83274, approached the committee to view the map provided. Mr. Nulph was under the impression that he owned this strip of land and was currently using it to move his commercial trucks. He found that when Rockwell (Riverwood Development) purchased 1470 N Hwy 91, this parcel was included. Shane commented that this annexation is requested by the property owner (Riverwood Development). Mr. Nulph has used said access for thirty-five years and wishes to continue to do so. Shane closed the public hearing. Josh inquired where the strip is located. Shane pointed it out to him on the map. Josh then stated that annexation would not change the property rights. Mr. Nulph is neutral on this proposed annexation. He wishes to keep access to this parcel to remain the same it has been for thirty-plus years. Shane closed the public hearing. Aaron said he has no more questions. Aaron moved, and Devan seconded to recommend annexation of parcel number RP0457920 to the City Council. Four in favor, two absent. Approved unanimously.

Public Hearing – Annexation for the address of 1425 N 800 E SHELLEY ID 83274, including parcel numbers RP0459012 & RP0459016 – Rockwell Homes Inc – Annexation request no longer contingent.

Call for Public Hearing – Wholesale Unlimited Inc. – 465 N State St – to expand the existing manufactured home community to parcel numbers RP2113424, RP2113408, RP2113407, and RP2113413 – Bryan Sargent representing Wholesale Unlimited (Jed Young). Mr. Sargent noted concerns about traffic on East Oak St and Spud Alley when this project was first presented. He has spoken with some residents to address these concerns. The proposal involves expanding and relocating the second access over the canal to connect with the Fox Crossing development or East Center St. This change will eliminate the originally planned access on East Oak St. Currently, there is no set timeline due to logistical issues with a cell tower and transmission line that need resolution. Mr. Sargent is simply requesting that a public hearing be scheduled. He has engaged with many worried community members to address their concerns. Mr. Sargent also mentioned that the City owns the old rail spur on East Center St. Though residents expressed some concern, this matter is not part of the public hearing yet. Shane advised that it's best to speak directly with the project presenter if concerns arise. Aaron mentioned that relocating the access will resolve many issues. Shane added that the expansion will likely increase the number of homes and traffic. Aaron inquired whether there is an existing water line to the proposed property. Shane confirmed there is no water line currently, but there is a hydrant. Josh moved, Cam seconded, to call for a public hearing to expand the existing manufactured home community to parcels RP2113424, RP2113408, RP2113407, and RP2113413. Four in favor, two absent. Approved unanimously.

Call for Public Hearing -Possible changes to Title 10-7 District Regulations – Land Uses (ACTION ITEM)

CITY OF SHELLEY
PLANNING & ZONING
MINUTES

A. Add Laundry Mat

B. Dry Cleaning

Shane suggests calling for the public hearing but sending the proposed definition to BJ for approval on wording. Shane will put an email together for the committee and BJ for approval of the wording. Shane moved, and Josh seconded to call for a public hearing to add laundry mat and dry cleaning under land use - Title 10-7 District Regulations – Land Uses, pending wording approval of Bj (City Attorney) via email. Four in favor, two absent.

Discuss possible changes to Title 10-2 Definitions and 10-7 District Regulations – Land Uses – Home Manufacturing, Home Office, and Home Services – Josh summarized an email he sent to the other committee members. The email defined the difference in home business categories. Home occupation, which has little to no impact on the neighborhood, vs a cottage industry, which is a higher use intensity. This can also be subcategorized into minor cottage industry, where the use is all inside the residence, and major cottage industry, which would allow for accessory buildings for business purposes. Josh sent a model language from the American Planning Association, which can be adjusted for Shelley's needs. Shane wants to add this to the agenda for the next meeting to discuss and call for a public hearing. Shane moved, and Cam seconded to table agenda item eleven for the next meeting. Four in favor, and two absent. Approved unanimously.

Approval of prior P&Z Minutes – September 17, 2025

Devan moved, and Josh seconded to approve the minutes for the September 17, 2025, meeting as written. Four in favor and two absent. Approved unanimously.

Shane let the committee know there has been a request from the Community Pioneer for Planning and Zoning meetings to be broadcast to the public. Shane asked the committee for their thoughts. The committee determined that it would be ok to broadcast the meetings and will start in the November meeting.

Adjournment – 7:23 PM

APPROVE:  ATTEST: 