

**CITY OF SHELLEY
PLANNING & ZONING
MINUTES**

January 21, 2026

PRESENT: Chairman: Shane Wootan

P&Z Members: Josh Carrell, Cam Hulse, Devan Dye, Paul Voelker, Lauren Cardon

P&Z Members (Absent): Aaron Severinsen

Deputy City Clerk/Treasurer: Tori Pacheco

Building Inspector: Jordon Johnson (Absent)

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

Wholesale Unlimited Inc.– Consider approval of 465 N State St –Special Use Permit to expand the existing manufactured home community to parcel numbers RP2113424, RP2113408, RP2113407, and RP2113413

Shane informed the council that a special use permit is either approved, approved with conditions, or denied through the planning and zoning commission. At the November meeting, this agenda item was recommended for approval by P&Z to the Council. The P&Z needs to make a decision on this item at this meeting. There was no discussion.

Josh moved, and Devan seconded the approval of the special use permit for 465 N State St., as stated in the agenda. Four in favor, two absent. Approved Unanimously.

Dalton Dopp – Consider approval of Special Use Permit at 154 E Center St, Shelley, ID 83274, including parcel number RP2017500.

This agenda item was also recommended to the Council at the November meeting. The P&Z will need to make a decision on this item. Lauren asked whether there was a recommended time limit for this item at the November meeting. A two-year sunset clause was recommended. Josh abstained from voting on this item as he is the architect on this project.

Shane moved, and Lauren seconded the approval of the special use permit for 154 E Center St with a two-year sunset clause. A roll call vote was taken. Devan – Aye, Lauren – Aye, Cam – Aye, Josh – Abstained. Two were absent. Approved unanimously.

Provide update and call for a public hearing -Title 10-7 District Regulations – Land Uses

A. Add Laundry Mat

B. Add Dry Cleaning

Shane reviewed his notes on this agenda item. The only thing to be added to title 10-7-3 is laundry mat and dry cleaning. These items go under commercial, added to the chart as listed:

Land Uses							Districts					
Commercial	A	R/A	RE	R1	R2	RM	RO	CB	HC	M	R1/A	R2/A
Laundry Mat	S	S	N	S	S	S	S	S	S	N	S	S
Dry Cleaning	S	S	N	S	S	S	S	S	S	N	S	S

Josh moved, and Devan seconded to call for a public hearing to add Laundry mat and Dry cleaning to title 10-7-3 – land uses with zoning permitted as listed above. Four in favor, two absent. Approved unanimously.

Provide an update and call for a public hearing for possible changes to Title 10-2 Definitions and 10-7 District Regulations – Land Uses – Home Manufacturing, Home Office, and Home Services

Shane mentioned that Josh came up with a great model for what this ordinance could look like. He also mentioned some changes that could be made, such as the number of employees permitted and the use of an additional structure. If the committee determines that those changes are warranted, it can call for a public hearing. Under the home-based business, they would like to strike a deal that does not use accessory structures (except for unheated storage). Josh does not see a problem with the use of structure as long as it meets the current city code. Under cottage industry: Minor cottage industry: the P&Z would like to change the number of employees from five to two, and in the major cottage industry, change the number of employees from ten to five. In J. Hazardous Materials, Lauren brought up a grammatical issue. 1.5 b. Strike use of accessory structures and adjust lettering from there.

Shane moved, and Josh seconded to call for a public hearing, for changes to title 10-2 Definitions and 10-7 District Regulations – Land Uses – Home Manufacturing, Home Office, and Home

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Services, with the edits listed on Josh's model. Four in favor, two absent, approved unanimously.

Paul was late to the meeting. He did not vote on the first four agenda items. A quorum was still valid with his absence.

Nomination and appointment of Planning and Zoning Commission Chairman

Shane has been chairman for a number of years and would like to vote on the chairman and co-chairman. Shane is coming up on six years. He will time out in August. Shane opened the meeting for nominations. Cam inquired what Aaron (absent) thinks. Shane stated that Aaron would volunteer if his availability allowed it. Josh asked if there were any additional responsibilities. Shane said approval of the agenda, and you may receive additional phone calls. There is also a monthly planning meeting that is not required. This meeting is to discuss development and answer any questions developers may have. Shane also mentioned that anyone on the planning and zoning committee should come to meetings with an open mind. Paul volunteered to serve as Vice-Chairman and nominated Josh as Chairman. Josh's concern is whether he has enough time to devote to the position. Shane is open to continuing to serve as chairman until August. Lauren mentioned that a Vice-Chairman will help with the burden. Devan stated that it would be good to have Shane available to help until his term is up. Devan also thinks Josh is a good fit as Chairman.

Paul nominated Josh as the new chairman of the planning and zoning commission. Devan seconded. Five in favor, one absent. Approved unanimously.

Nominate and vote for Planning and Zoning Commission Co-Chairman

The committee determined that this position should be listed as Vice-Chairman, not Co-Chairman. Paul volunteered for Vice - Chairman. Josh's concern with Paul as Vice – Chairman is that they are in the same neighborhood. Shane informed the committee that he and Aaron live outside the city limits. Lauren asked whether Shane could serve as Vice Chairman until the end of his term in August. Josh informed the committee of the ordinance that requires a vote in January.

Cam nominated Shane as Co-Chairman of the Planning and Zoning Commission. Paul seconded. Five in favor, one absent. Approved unanimously.

Approval of prior P&Z Minutes – November 19, 2025

Devan moved, and Josh seconded the approval of the planning zoning minutes for the November 19, 2025, meeting as written. Five in favor, one absent. Approved unanimously.

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

Josh moved, and Lauren seconded the approval of the planning and zoning minutes for the December 17, 2025, meeting as written. Five in favor, one absent. Approved unanimously.

Adjournment – 7:09 PM

APPROVE:



ATTEST:

