

CITY OF SHELLEY
PLANNING & ZONING
MINUTES

September 17, 2025

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

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

Dalton Dopp – Discuss and call for a Public Hearing for a special use permit at 154 E Center, Shelley ID 83274, including parcel number RP2017500 – Josh Carrell recused himself from this item due to being Dalton Dopps architect. Shane mentioned that this was only to call for a hearing and it was not necessary to recuse himself at this time. Dalton Dopp requested to special use permit to allow him to live in part of his building. It was mentioned that the building will be an extended stay motel and living in the building would allow Dalton to not have to commute back and forth and to finish all of the units within two years. Shane mentioned that there is a sunset clause on the timeframe of the special use permit and if the property is ever sold, the special use permit is no longer valid. Josh motioned, Lauren seconded to call for a public hearing for Dalton Dopps request for the special use permit at 154 e Center. All in favor. Approved unanimously.

Public Hearing – Change the verbiage in Title 10-2-7 Definitions Mobile Home & Mobile Home Park – Shane opened the public hearing, there were no testimonies:

In Favor – none

Neutral – none

Against – none

Shane closed the public hearing and opened the discussion to the P&Z Committee. Josh motioned, Cam seconded to recommend to change the verbiage for the Council to approve. All in favor. Approved unanimously.

Call for Public Hearing – Annexation & Rezone for the address of 1396 N Hwy 91, Shelley, ID 83274, including parcel numbers RP0470401, RP04070310, and RP0470312 – Wholesale Unlimited Inc – Josh motioned, Lauren seconded to call for a public hearing to annex and rezone the address of 1396 N Highway 91 and to include parcel numbers RP0470401, RP04070310, and RP0470312. All in favor. Approved unanimously.

Call for Public Hearing – Annexation & Rezone for the address of 852 E 1400 N, Shelley, ID 83274, including parcel numbers RP0457907 & RP0457907 – Utah Power and Light Co. (Rocky Mountain Power) – Josh motioned, Laren seconded to call for a public hearing to annex and rezone the address of 852 E 1400 N and to include parcel numbers RP0457907 and RP0457907. All in favor. Approved unanimously.

Call for a Public Hearing – Annexation and 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 – Josh motioned, Cam seconded to call for a public hearing to annex and rezone the rear 65 feet of parcel number RP0457923 & RP0457926. All in favor. Approved unanimously.

Call for a Public Hearing – Annexation for the address of 1470 N Hwy 91, Shelley, ID 83274, including parcel numbers RP0457920 & RP0458304 – Riverwood Development LLC – Shane motioned, Josh seconded to call for a public hearing to annex 1470 N Highway 91 and to include parcel numbers RP0457920 & RP0458304. All in favor. Approved unanimously.

Call for a Public Hearing – Annexation for the address of 1500 N 700 E, Shelley, ID 83274, including parcel number RP0459301 – Rockwell Homes Inc – Shane motioned, Josh seconded to call for a public hearing to annex 1500 N 700 E and include parcel number RP0459301. All in favor. Approved unanimously.

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Call for a Public Hearing – Annexation for the address of 1425 N 800 E, Shelley, ID 83274, including parcel numbers RP0459012 & RP0459016 – Rockwell Homes Inc. – Lauren motioned, Cam seconded to call for a public hearing to annex 1425 N 800 E and include parcel numbers RP0459012 & RP0459016. All in favor. Approved unanimously.

Call for a Public Hearing – Annexation & Rezone for the legal description of T1N R37E SEC21 T-14506 ball fields & 2 grain bins to include parcel number RP0459302 – Crop of the Presiding Bishop of Church of LDS – Cam motioned, Josh seconded to call for a public hearing to annex and rezone the property with the legal description of T1N R37E SEC 21 T-14506 ball fields and two grain bins to include parcel number RP045902. All in favor. Approved unanimously.

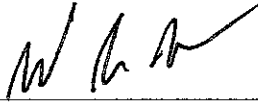
Discuss possible changes to Title 10-7 District Regulations – Land Uses – Josh mentioned that there was a lot of information out of date or missing to do with the building codes and asked if there was desire to update and clean everything in Title 10-7 or just the ones that were in question. Shane said that it may be easier for Tori to clean what was in question but they should also clean and update everything. Shane also mentioned that Jordon has done a great job the last two years bringing up these issues to their attention and making recommendations. Jordon mentioned that this is something that they have been trying to tackle for some time. Josh mentioned he could review the land uses and make recommendation. Shane mentioned it was great to have Josh's expertise because he is deals with this all the time as an architect. Josh agreed. Josh mentioned that one of the specific questions they are looking at are home occupation, in home baking but not selling out of the home and laundry mat were examples. Josh asked if they should be in their own category because as of now according to the land uses, these are basically permitted in every district except the home occupation under (M – Manufacturing). Josh suggested maybe having a second type of home occupation for manufacturing specifically for the baking. The current home occupation basically means as a home office and even if someone has a multi home they could turn it into a home manufacturing and shipping which probably is not its intent. Josh believes that they may want to add a different land use for the baking out of home. This would be similar to what other cities have although there are some cities that do not have this in their land uses. Shane mentioned that a laundry mat should be in a different category, possibly in a central business or commercial zone. Josh agreed and said it was completely separate from a home occupation and doesn't believe that it is an allowed in a home occupation and this should also have its land use. Shane wants to add to the next agenda to call for a public hearing to add laundry mat to the land uses. Shane mentioned that if someone bakes and sells out of their home and that is all they do, it is now a bakery and they should not be in a residential. Cam mentioned that if its by themselves it is fine but if they have employees then it is different. Shane mentioned that it can be a hobby but if the hobby becomes a business than its not longer hobby based. Cam mentioned that if it's a hobby business that turns into a business, the person would need a business license. Lauren asked at what point do they require a business license. Shane mentioned that they should all have a business license. Another example that was in question was title 10-9-10. Josh asked at what level do they need to differentiate between this and heavy production. Josh asked if there was a home occupation application. Lisa said it was a general business license and they list the description of the business they are doing. We take their word for what they are doing. Jordon agreed and we take a look at it more if we get complaints. Josh mentioned that going back to his initial question of having two different home occupations descriptions because of a home office and home manufacturing which the home manufacturing could have noise regulation, traffic regulations etc. The home occupation would be a home office with limited people going into the residence. Shane said that he believes this should be on the agenda to call for a public hearing to add home occupation manufacturing, home service but they need to have wording to call for home occupation. Josh asked if they have new land uses do they also have to have standards at the same times or could they follow up with standards later. Jordon said it would all need to be in place at the same time. Shane mentioned that if there are changes and the council approves the changes, businesses that already exist would be grandfathered in unless they sell their home or business. They would then have to restart and reapply for a business license. Jordon mentioned that there is no deadline for this to be done. Shane mentioned that any definitions they do, he would like to have B.J. review the definitions

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and wording. Shane said he could go through the definitions on laundromat and/or dry cleaners and send the information through the email chain and if he doesn't hear anything back, he will send it to B.J. Shane asked Lisa to read back what would be put on the next agenda. Lisa said that she would put discuss definitions and call for a public hearing to add laundromat slash dry cleaners to specific land use; discuss land use for home manufacturing, home occupation and home service. Shane said that if any of these have definitions and wording beforehand than they would change it to call for a public hearing.

Approval of prior P&Z Minutes – August 20, 2025 – Josh motioned, Lauren seconded to approve the prior P&Z minutes dated August 20, 2025. All in favor. Approved unanimously.

The meeting was adjourned at 7:27 p.m.

APPROVE:  ATTEST: 