



CANYON COUNTY PLANNING & ZONING COMMISSION  
MINUTES OF REGULAR MEETING HELD  
Thursday, January 16, 2025  
6:30 P.M.

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1<sup>ST</sup> FLOOR PUBLIC MEETING ROOM SUITE 130, CANYON COUNTY ADMINISTRATION BUILDING

Commissioners Present : Robert Sturgill, Chairman  
Brian Sheets, Commissioner  
Miguel Villafana, Commissioner  
Harold Nevill, Commissioner  
Geoffrey Mathews, Commissioner

Staff Members Present: Jay Gibbons, Interim Director of Development Services  
Carl Anderson, Planning Supervisor  
Dan Lister, Principal Planner  
Joshua Johnson, Principal Planner  
Emily Bunn, Associate Planner  
Amber Lewter, Associate Planner  
Caitlin Ross, Hearing Specialist

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

Commissioner Villafana read the testimony guidelines and proceeded to the first business item on the agenda.

**Item 1: Action Item – Election of Planning & Zoning Commission Officers**

**Motion:**

Commissioner Sheets nominated Rob Sturgill for Chairman for 2025, voice vote, motion carried.

Commissioner Mathews nominated Brian Sheets for Vice-Chairman for 2025, voice vote, motion carried.

Commissioner Sheets nominated Harold Nevill for Secretary for 2025, Commissioner Nevill accepted the nomination, voice vote, motion carried.

Commissioner Nevill proceeded to the next business item on the agenda.

**Item 2: Consent Agenda**

**A: November 7, 2024 Minutes**

**B: Case No. CU2023-0027 – Harris: Approve revised FCOs.**

**C: Case No. RZ2021-0053 – Thornton Gallup LLC: Approve revised FCOs.**

**Motion:** Commissioner Sheets moved to approve the Consent Agenda, seconded by Commissioner Mathews. Voice vote, motion carried.

**Item 3A:**

**Case No. CU2024-0018 – Idaho Dept of Fish and Game:** The applicant, Idaho Dept. of Fish and Game, represented by Kristy Newkirk, is requesting a conditional use permit of approximately 11.14 acres for a fish rearing hatchery renovation in the R-R (Rural Residential) zone. The subject property is located at

3806 S. Powerline Rd, Nampa, Idaho, also referenced as Parcel R29144, a portion of the SW quarter of Section 02, T2N, R2W, BM, Canyon County, Idaho.

**MOTION:** Commissioner Sheets moved to postpone Case No. CU2024-0018 to a date certain of February 20, 2025, seconded by Commissioner Mathews, voice vote, motion carried.

**Item 3B:**

**Case No. CU2024-0001 – Gutierrez:** Jose M. Gutierrez of Progressive Lawn Care requests a conditional use permit to allow a staging area on Parcel R22070010. The 2.73-acre property is located at 23911 Stone Lane, Middleton, ID 83607; also referenced as a portion of the Fruitdale Farm Plat in Block 19, Section 03, T4N, R3W, BM, Canyon County, Idaho.

Commissioner Mathews disclosed he had several projects completed by the applicant, but does not oppose the case.

Commissioner Sheets asked when the last time a project was completed by the applicant.

Commissioner Mathews stated that he had a sprinkler blowout 2 years ago and a drain put in their backyard about 5 years ago.

Chairman Sturgill affirmed the applicant to present.

**Jose M. Gutierrez – (Applicant) IN FAVOR – 23911 Stone Lane, Caldwell, ID represented by Manuel Gutierrez – 17087 North Franklin Boulevard, Nampa, ID**

Mr. Manuel Gutierrez stated this property is used for storage only for materials and vehicles. No business is conducted at this location. It is only a location where employees meet and return at the end of each business day.

Commissioner Nevill asked if the applicant was going to grow trees and if they needed to be irrigated. If so, are there irrigation/water rights. Mr. Manuel Gutierrez stated there is a well on the property that has been there since he bought the property. Commissioner Nevill asked if the well was commercial or domestic. Mr. Manuel Gutierrez stated it was a domestic well. Commissioner Nevill asked if the well will be used to irrigate the trees and how much of the property will be in trees. Mr. Manuel Gutierrez said the well will be used to irrigate about a ½ acre of trees. Commissioner Nevill then stated the staff report states that there are unpermitted buildings. He asked if there were a condition placed that required permits for the buildings, if the applicant would either get the required permits for the structures or remove them. Mr. Manuel Gutierrez said the structures are sheds and he could move the buildings if need be. Commissioner Nevill asked if the applicant had read the Staff Report and agreed with the recommended conditions. Mr. Manuel Gutierrez stated he briefly went over the list and said they could make them work. Commissioner Nevill then stated there are letters from folks in opposition complaining about noise and asked what kind of noise this business will generate as an Agricultural area. Mr. Gutierrez said the only noise he could think of would be the start up of diesel vehicles or backup noises from vehicles.

Commissioner Matthews asked how many vehicles have back up beepers on them. Mr. Manuel Gutierrez stated he believed only one.

Commissioner Sheets asked if there were currently seven (7) employees. Mr. Manuel Gutierrez replied yes. Commissioner Sheets asked if there were plans for expansion. Mr. Mr. Manuel Gutierrez stated at

this time, no. Commissioner Sheets asked how many business vehicles are on the property. Mr. Manuel Gutierrez replied there are roughly eight but only half are used on a daily basis. They are F350 vehicles. There are also skid steers. Commissioner Sheets asked if they are familiar with the floodplain and associated requirements. Mr. Manuel Gutierrez stated they are aware of it now and they are in the process to get floodplain insurance for the residence. Commissioner Sheets asked if there were any evacuation plans for the floodplain and the use of impervious surfaces. Mr. Manuel Gutierrez replied that the vehicles are currently being stored on gravel.

**Planner Emily Bunn** reviewed the Staff Report for the record.

Commissioner Nevill asked what the normal timeframe was to obtain a floodplain permit. Planner Bunn and Planning Supervisor Carl Anderson explained the process. Commissioner Nevill asked if the condition should be modified to include approval of a floodplain permit. Planner Lister explained the process as well as the other recommended conditions that apply to the floodplain. Commissioner Nevill discussed the highway district requirements and where paving would be required. Planner Bunn explained where paving would be required (apron).

Commissioner Sheets suggested that language that could be added to limit the use to ¾ ton trucks or less to minimize impacts to the area.

Chairman Sturgill asked about if staff considered a condition regarding expiration of the conditional use permit if ownership changed. Planner Bunn stated that typically the permits are tied to the land, however, if the Commission chose to move forward with this, it is something they could look at.

**Testimony:**

**Jeremiah Miller -IN FAVOR – 23851 Stone Ln. Caldwell, ID 83607**

Mr. Miller stated he was more neutral but overall in favor. His concern is with noise, not from equipment but music from the employees in the evening. The shared road between his property and the applicants should not be used for business. It is currently not used for business purposes, but he would like it stated in conditions. Mr. Miller stated that Stone Ln. traffic has increased due to increases in housing, etc. There is no enforcement of the speed limit. He has contacted the Highway District but they have not had any results in regard to the speed limit. The road is not built for residential uses and it is unsafe to walk along the road.

Commissioner Nevill asked for more information regarding the shared road and asked Mr. Miller to clarify the location. Mr. Miller clarified the location of the road and ownership.

Chairman Sturgill asked about the hours of operation that were recommended as a condition and how that works with the character of the area. Mr. Miller stated that as far as noise that is commensurate. He does not want to restrict the applicant in his personal or business use. He did not want a time restriction on noise, but level.

**Brent Wangsguard -IN FAVOR – 23850 Stone Ln. Caldwell, ID 83607**

Mr. Wangsguard lives south of the property. He is not opposed to the proposed use at all. The applicant doesn't do anything out of the "norm" for the area. He does not feel the applicant's business makes an excessive amount of noise. Stone Lane is a small agricultural community and the issues are stemming from increased residential uses approved in the area.

**Jose M. Gutierrez – (REBUTTAL) IN FAVOR – 23911 Stone Lane, Caldwell, ID represented by Manuel Gutierrez – 17087 North Franklin Boulevard, Nampa, ID**

Mr. Manuel Gutierrez stated that the noise referenced in previous testimony was related to a party that was held on the property. The shared roadway is not used for the business and won't be. He stated that the fence was installed for chickens.

Commissioner Nevill referenced condition no. 8 in regard to the site obscuring fence and the location and asked the applicant if there were any issues with installing said fence at that location. Mr. Jose Gutierrez stated no. Commissioner Nevill asked about the requirement to pave the approach apron, Mr. Jose Gutierrez had no issue with that requirement. Commissioner Nevill asked if Mr. Gutierrez if he could move the equipment within the Hartley Gulch easement. Mr. Jose Gutierrez replied yes. Commissioner Nevill asked about the requirement for unpermitted structures. Mr. Manuel Gutierrez asked for clarification for the requirements for shed that was there before they purchased the property as well as some of the other structures on the property.

Planner Bunn described the structures that were unpermitted and explained the applicant could work with the Building Department to get the required accessory permits.

**MOTION:** Commissioner Sheets moved to close public testimony on Case No. CU2024-0001 seconded by Commissioner Matthews. Voice vote, motion carried.

**Deliberation:**

Chairman Sturgill asked if any of the Commissioners believed that this use could not be properly conditioned in order to approve the conditional use permit. No Commissioner voiced concern. Discussion was then moved to potential conditions of approval.

Commissioner Sheets began with discussion regarding and addition of a condition for equipment restrictions (1 ton or less) and potential language. Planner Bunn provided an example condition "No motor vehicles licensed in excess of one-ton gross vehicle weight shall be stored or parked on the subject property in perpetuity except for deliveries or as otherwise allowed." Commissioner Sheets stated it should be specified the restrictions for the business use only. Commissioner Sheets suggested a modification of condition 17 to include the receipt of a floodplain development permit within six (6) months.

Commissioner Matthews referenced condition no. 8 and the timeframe for the construction of a site obscuring fence. Commissioner Mathews suggested six (6) months (July 1).

Commissioner Sheets suggested adding a condition 20 to prohibit the south shared driveway for being used for business purposes.

**MOTION:** Commissioner Sheets moved to approve Case No. CU2024-0001 with the previously discussed modifications to conditions 8 & 17, the addition of conditions 19 and 20, and to direct staff to bring the FCOs for signature at the next scheduled P&Z Commission Hearing. Seconded by Commissioner Mathews.

**Discussion on the Motion:**

None.

Roll call vote: 5 in favor, 0 opposed, motion passed.

**Item 3C:**

**Case No. CU2023-0019 – Nampa Paving:** The applicant, Nampa Paving, requests a conditional use permit to allow mineral extraction (long-term) on parcels R35938 and R35939. The use includes excavation, staging, access, and stockpiling in three phases disturbing approximately 104 acres. The duration of the use is 15 years. The subject properties are adjacent to 23596 Notus Road, Caldwell, also referenced as a portion of the NE quarter of Section 03, T4N, R4W, and a portion of the SW quarter of Section 02, T4N, R4W, BM, Canyon County, Idaho.

**Chairman Sturgill** affirmed the applicant to present.

**Daniel Bower – (Applicant) IN FAVOR – 10421 Pheasant Ln., Nampa, ID 83686**

Mr. Bower stated he is also an attorney representing Nampa Paving & Asphalt. There are numerous operations in the area (Sunroc, Idaho Materials, Knife River, JMAC Resources, Thuesen, Western Construction, and Canyon Highway District). The proposed use is consistent with the area. The proposed operation meets conditional use permit criteria outlined in code. The project is consistent with the 2030 Comprehensive Plan. The operators are good neighbors and they go the extra mile. The applicant would prefer trees as opposed to hard landscaping in the buffer zone. The desire of the neighbors is to keep it in pasture land. The traffic impact study conclusion was that there would be minimal impact.

Commissioner Sheets asked what depth the mining would go to. Mr. Bower deferred to another testifier as well as information regarding the reclamation plan.

**Planner Dan Lister** reviewed the Staff Report for the record.

Commissioner Sheets asked about the home in the area, and whether or not they are part of the project. Planner Lister said the owner has a different name, and does not appear to be part of the application. Commissioner Sheets noted that the home would be surrounded by the operation and ponds. Planner Lister stated a neighborhood meeting was conducted as well as notification (posting and mailing). They did not supply comment. Commissioner Sheets asked for a definition of “pit capture.” Planner Lister explained what a pit capture is for the record.

Commissioner Nevill asked about the impact on Notus. Planner Lister stated notice was provided to Notus but there was not a response.

Chairman Sturgill referenced a comment letter in which the writer had indicated that when they requested to split their land they were required to keep an agricultural parcel in perpetuity during a lot split process and questioned why the subject property could request a mining operation that will take agricultural land out of production. Planner Lister explained that a mining operation is allowed subject to a conditional use permit in the Agricultural zone. The case referenced in the letter was to grant an additional split. A split was not available, therefore, the property owner had to rezone to an RR zone. To maintain the agricultural character a certain amount of the land had to remain in agriculture.

**Randy Wood -IN FAVOR – 444 W. Karcher Rd., Nampa, ID 83687**

Mr. Wood stated he is the owner of Nampa Paving. The business has been in operation for over 40 years. He feels his company has a good reputation and he tries to be a good neighbor. He stated his neighborhood meeting was held on April 11, 2023. The highway district (s) were present at the meeting. In June of 2023 a reclamation plan was submitted to Idaho Department of Lands. SWWPs were completed in July. In July they began talking to Idaho Power as well. Idaho Power indicated that it could be three

years to get power to the site. They began work with Idaho Power to get the process started. Mr. Wood stated they have spent a significant amount of money already and were surprised by the negative comment letter.

Commissioner Matthews asked about the reclamation plan and the end result. Mr. Wood stated the plan would be in phases. Mr. Wood stated that they would plant trees if required. He discussed the neighbor in the middle of the site, he did come to the neighborhood meeting. This property owner would not want to have berming all around him.

Commissioner Nevill inquired about removal of berms and if they would be in charge of taking out the berms when mineral extraction was complete. Mr. Wood replied, yes. Commissioner Nevill asked about the necessity of the production of gravel. Mr. Wood stated the gravel is still needed in the area.

**Adam Lyman- IN FAVOR – 2101 Delta Dr., Nampa, ID 83687**

Mr. Lyman stated he is the CEO of Simon Inc. which does erosion control, and environmental compliance on industrial and construction sites. Nampa Paving has been a client of his company for over ten years. His company prepared the Reclamation Plan for the site and submitted it to IDWR. His company also prepared the Stormwater Pollution Prevention Plan. They will do the monitoring and the water quality for any discharge during the project. The depth in the reclamation plan is 30 feet, but as you get closer and closer to the Snake River the thickness of the gravel is less. The reclamation plan has buffers and the plan at the end is to remove the berms that exist during the active phases and revegetate. The notice of intent was submitted to DEQ in July of 2022. DEQ monitors the work and industrial activities and quarterly water samples are required.

Commissioner Sheets asked about the de-watering process and their method. Mr. Wood stated that they are going to discharge along the east side and force water to run along the north side of the property then back down to the south to discharge into the drain that runs along the road.

Chairman Sturgill asked why a long path is better before the water ends up in the river. Mr. Wood explained that if the land is used to slow down the flow and if there are any issues, mitigation measures can be implemented. Water has to be monitored as it is discharged into waters of the United States. Mr. Wood stated there is a process/schedule of rules that must be followed when submitting reports.

**Nick Kraus- IN FAVOR – 1442 S. Tanager Way – Boise, ID 83709**

Mr. Kraus stated that he is a Senior Water Resources Engineer at QRS Consulting in Boise. The initial floodplain analysis was prepared by his firm (Exhibit A.10). Mr. Kraus referred to the second map in the exhibit which displays the existing flooding conditions at the site. The third page of the exhibit depicts the behavior of the site once the pits are all built out. The modeling demonstrated the use that won't change the flood impact to the offsite properties.

Commissioner Nevill asked about the velocity and how often that type of flood occurs. Mr. Kraus said this is the 100-year flood event.

**Alan Mills- IN FAVOR – PO Box 206- Middleton, ID 83644**

Mr. Mills stated that there is a difference between a property owner owning the land vs leasing the land in regard to landscaping. He stated that FEMA used to arbitrarily put properties in and tons of gravel are being used to build up properties to take out of the floodplain. Mr. Mills referenced a gravel pit map that depicted pits in the area.

**Delfo Swindlehurst- IN FAVOR – 2051 White Pine Dr. – Middleton, ID 83644**

Mr. Swindlehurst works for Nampa Paving and they are good stewards of the land. They have a proven reputation. Gravel is needed in the area, especially with the growth in the valley.

**Jeff Henderson- IN NEUTRAL – 23833 Centerpoint Rd., Caldwell, Id 83607**

Mr. Henderson stated they had sent in a concern letter in regarding his requirement to keep an ag parcel in perpetuity. He is concerned about rock chips and berms with weeds. Some other companies don't take care of them. He would like them to not be so tall in an effort to look better, beautification and safety should be addressed. There is a lot of concern with all of the heavy trucks.

Commissioner Nevill asked if he would be agreeable to berms that were kept properly? Mr. Henderson's concern were more with the height and that they make you feel enclosed.

Chairman Sturgill asked if Planner Lister had any additional information to provide. Planner Lister addressed the issue of berm & stockpiling height. Planner Lister stated that there is a recommended condition that matches the area which is 30 ft. maximum height on stockpiling. The applicant is proposing 10 ft. berms around the pits. Landscaping was added for consistency.

Commissioner Nevill asked of the 30 ft. was from the bottom of the pit hole. Planner Lister stated that this matched other conditions but needed to defer to the applicant.

Public testimony was still open, and Chairman Sturgill asked the applicant to come back to the podium.

**Randy Wood -IN FAVOR – 444 W. Karcher Rd., Nampa, ID 83687**

Mr. Wood answered Mr. Nevill's question in regard to the stockpiling. Mr. Wood stated they try to be a good neighbor and they try to put everything in the pit. They told the neighbor they would put a perimeter berm up for noise and dust. Mr. Wood stated there is a tarp law and a lot of the times the rocks come off an axle.

**MOTION:** Commissioner Sheets moved to close public testimony on Case No. CU2023-0019 seconded by Commissioner Matthews. Voice vote, motion carried.

**Deliberation:**

Commissioner Sheets stated the biggest concern is mitigation and potential impacts and whether or not the use is consistent with the area. This area is a gravel production area. There are rules and regulations that are good at monitoring the operation (DEQ, OSHA, IDWR, etc.). Commissioner Sheets did not have concerns with the use, with the exception of the landscaping around the home. If they want to negotiate that with the neighbor, perhaps condition no. 5 could be modified to state "unless modified by the residents of the property."

**MOTION:** Commissioner Sheets moved to approve Case No. CU2023-0019, and adopt the Findings of Fact, Conclusions of Law, with the modification to condition no. 5 as stated in deliberation, and to direct staff to bring the FCOs for signature at the next scheduled P&Z Commission Hearing. Seconded by Commissioner Mathews.

Roll call vote: 5 in favor, 0 opposed, motion passed.

**Item 3D:**

**Case No. CU2023-0020 – Martin:** The applicant, Joshua Martin, represented by Srinivasa Nookala, is requesting a Conditional Use Permit for a staging area and shops for construction company on 30.54 acres in the “A” (Agricultural) zone. The subject property is located at 24574 Farmway Rd, Caldwell, ID 83607, also referenced as Parcel R38153, a portion of the NW quarter of Section 33, T5N, R3W, BM, Canyon County, Idaho.

**Chairman Sturgill** affirmed the applicant to present.

**Srini Nookala – (Applicant’s Representative) IN FAVOR – 24574 Farmway Rd., Caldwell, ID 83607**

Mr. Nookala stated the property is owned by Joshua Martin. The client has a construction company that does railing, jersey barriers, fencing, etc. The conditional use permit is for a staging area to stage material. The operation is 8-5 and the employees can be from 8-10. They employ approximately 20 employees. They do have equipment on site (forklifts, pickups, and semis). The property is 20 acres and currently five acres are being used for the staging area. They have reviewed the staff report and have no issues with proposed conditions. When the applicant purchased the property, the mobile park that came with it which is used for break rooms not as an office. They are prepared to address all of the comments received from agencies. There is not a lot of traffic generated by the use, but they are willing to complete a traffic impact study if needed.

Commissioner Nevill stated he was confused about the existing mobile home park. Mr. Nookala stated that the park is used for breakroom and bathroom (just one). He clarified he misspoke and it was just a mobile home not a park. Commissioner Nevill asked if there was a hill that interfered with line of sight. Mr. Nookala stated there are no issues with line of sight on the road.

Commissioner Matthews asked for clarification on how long the property had been used for a staging area. Mr. Nookala deferred the answer to Mr. Martin during his testimony.

**Planning Supervisor, Carl Anderson,** reviewed the Staff Report for the record.

Commissioner Sheets asked for information regarding the canal and the alleged road and associated easement. Planning Supervisor Anderson stated there appears to be a roadway within Black Canyon Irrigation District’s canal easement. Commissioner Sheets asked what BCID’s claims to the easement were as far as width. Planning Supervisor Anderson stated that the survey he located was 25 ft.

Commissioner Nevill asked if the fence would have to be moved. Planning Supervisor Anderson stated yes, it is possible.

Chairman Sturgill noted that Middleton Fire District serves the area but no comment was received. He asked if staff knows the response time to the area. Planning Supervisor Anderson stated he did not have the response time.

**Chairman Sturgill** affirmed the witnesses to testify.

**Testimony:**

**Joshua Martin –(Applicant) IN FAVOR – 24574 Farmway Rd., Caldwell, ID 83607**

Mr. Martin stated that the company was stated in 2017. In 2019 the property they were renting was sold and they had to find a different location. They purchased the subject property; however, they were



unaware of land use provisions. The BCID easement was not disclosed at the time of purchase. The Martins do not use the road. The property owner that uses the road built their house in 2020, which is in the middle of the easement. The easement appears to go through the neighbors' house. The nature of his business is mobile and is not open to the public. The material is primarily shipped to the job location, but there are times when items will be staged on the property, particularly with smaller jobs.

Commissioner Nevill asked what the plan was for Parcel No. 4. Mr. Martin said he mows the weeds but it is not needed for the business.

Chairman Sturgill wanted to confirm if the applicant does any fabrication on the site. Mr. Martin indicated no.

Commissioner Sheets asked how long the long semi-trailers come and go. Mr. Martin said they are used to haul materials to job sites. The frequency varies.

Commissioner Matthews asked how often "jersey barriers" are hauled out from the site. Mr. Martin stated it varies based on the job/projects they are working on. A forklift is used to load the truck. The forklifts do not have back up beepers.

Prior to closing public testimony, Chairman Sturgill asked if Staff had anything to add.

Planning Supervisor, Carl Anderson, stated Exhibit B.1 and Exhibit A.6 show that the property is within Middleton Fire District. Planning Supervisor Anderson, discussed the definition of fuel storage. Vehicle fueling stations are not permitted in Ag or Residential zones.

Commissioner Nevill asked if as far as staff is concerned, if the right conditions and timeframes have been applied to the permit. Planning Supervisor, Carl Anderson discussed condition no. 17, which ensures that materials are not stored in the ingress/egress easement. The timeline as it relates to that specific item could be extended if it was found to be unreasonable. Commissioner Nevill asked if the timeframe on condition no. 17 should be modified, as it currently says six months. Planning Supervisor, Carl Anderson referred back to the staff report and the use being established without a conditional use permit.

Commissioner Sheets asked staff about the claimed easement and whether or not the issue should be worked out with the landowner and irrigation district rather than the County. Planning Supervisor, Carl Anderson stated that could be a possibility.

**MOTION:** Commissioner Sheets moved to close public testimony on Case CU2023-0020, seconded by Commissioner Nevill. Voice vote, motion carried.

**DELIBERATION:**

Commissioner Sheets stated the intent of his suggested modification to condition no. 17 would be to have the applicant work with Black Canyon Irrigation District to remedy any disputes of encroachment and supply updates to DSD Staff within six months and again within twelve months. This will prevent DSD being the enforcement arm of the irrigation district. The modification of condition no. 17 should state "The applicant shall work with BCID to identify and resolve any encroachment issues along the northwest property line irrigation canal and report to DSD staff with an update within six months; and if not rectified an additional update within twelve months." Planning Supervisor, Carl Anderson discussed the 28 ft easement that supplies ingress/egress for the neighboring home. Materials should be stored outside the ingress/egress easement. Commissioner Sheets agreed. Planning Supervisor also noted the

reason for the survey is to identify the locations of the easements. Commissioner Sheets discussed the fencing and noted it is an irrigation district issue. "Materials" are more related to the business (guard rails etc.).

**MOTION:** Commissioner Sheets moved to approve CU2023-0020, with the amendment of condition number 17, "The applicant shall work with BCID to identify and resolve any encroachment issues along the northwest property line irrigation canal and report to DSD staff with an update within six months; and if not rectified an additional update within twelve months. Materials should be stored outside the ingress/egress easement following a survey" as well as a combination of conditions 4 and 18. Seconded by Commissioner Nevill.

**Discussion on Motion:**

None.

Roll call vote: 5 in favor and 0 opposed. Motion passed.

**4. DIRECTOR, PLANNER, COMMISSION COMMENTS**

Interim Director Gibbons stated that the Director position would be posted shortly, and he did plan on applying.

Planning Supervisor Carl Anderson discussed the hearing schedule. The Planning Division has been meeting regarding 2025 goals. Cases have been moving forward, and this may mean the P&Z Commission may have four cases in an evening. The Hearing Examiner will begin holding hearings in March. To begin the Hearing Examiner will be hearing conditional use permits under 1000 ft. notification distance.

Commissioner Nevill asked who the Hearing Examiner's are. Planning Supervisor Carl Anderson stated Leon Letson and Interim Director Gibbons stated Ashley Squires was the other selected Hearing Examiner. Both of them are very competent with experience.

Commissioner Sheets asked if there is a written policy as to what kind of cases each hearing body can receive. Planning Supervisor Carl Anderson stated that spring cleanup of ordinances may update this. It was also in the RFQ. The P&Z and Hearing Examiner, and state code allows for both.

Chairman Sturgill requested a combined meeting with the P&Z Commission and the Board of County Commissioners as it has been some time since one was held. Interim Director Jay Gibbons would coordinate the scheduling.

**ADJOURNMENT:**

**MOTION:** Commissioner Sheets moved to adjourn, seconded by Commissioner Mathews. Voice vote, motion carried. Hearing adjourned at 10:44 P.M

An audio recording is on file in the Development Services Departments' office.

Approved this 20<sup>th</sup> day of March, 2025.

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

Robert Sturgill, Chairman

ATTEST

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

Jennifer Almeida – Office Manager