



MADISON COUNTY
Planning and Zoning Commission

Wednesday August 27, 2025

Planning and Zoning Materials

Wednesday August 13, 2025

Meeting Minutes



PLANNING & ZONING COMMISSION ABBREVIATED MINUTES –

Wednesday August 13, 2025

Audio Recording Available Upon Request in the PZ Office

Meeting Commenced: 6:30 p.m. - *This meeting was streamed electronically via Zoom.*

WELCOME:

Troy Thurgood - *PZ Commission Vice Chair*

Pledge of Allegiance - *All*

Roll Attendance – *Janice Bennett*

ATTENDEES:

PZ Commission Members:

Troy Thurgood

Arlene Anderson

Eric Miller

Paul Weekes

Kelly Jenkins

Sharon Oakey

Kort Black

Planning Staff:

Gary Armstrong, *Administrator*

Janice Bennett, *P&Z Manager*

ROUTINE BUSINESS:

Arlene Anderson made a motion to approve July 23, 2025, P&Z Meeting minutes and **Paul Weekes** seconded with all present in favor and Eric Miller and Kort Black abstaining.

PZ Chair Troy Thurgood explained how the proceedings will work.

PUBLIC HEARINGS:

Staff confirmed that proper notice had been given. No conflicts of interest were stated by the commission.

I. CONDITIONAL USE PERMIT – RV & TRAILER REPAIR SHOP, Chase & Casey Russell

Staff confirmed that proper notice had been given. No conflicts of interest were stated by the commission.

Staff Report - Gary Armstrong

Application Type: Condition Use Permit

Applicant: Casey & Chase Russell

Project Description: The applicant is applying for a Conditional Use Permit to operate an automobile (RV) service station. This is allowed by Conditional Use Permit in the Transitional Agriculture Zone.

Staff Recommendation: Conditional Use Permits are JUDICIAL Permits and are DISCRETIONARY decisions.

Madison County Code allows an automobile service station to operate on lands with Transitional Agriculture Zoning, with a Conditional Use Permit. The applicants had worked at Iron Horse RV Service Center prior to its closing. Family offered to allow them to use this property as a temporary location for an RV service repair business until they can secure property in a commercial zone. The property has a Quonset that has been used for repair of farm equipment in the past, and it seemed to be a good facility for repairing RVs. The site also has ample parking for RVs in queue to be repaired.

Prior to setting up the business, the applicants consulted with the City of Rexburg Planning Office to see if any permits would be required. The person they talked to said since it was in the County, there would be no permits required. So, they went ahead and set up their business. County Planning Staff were made aware of the business and met the applicants on site to discuss the need for a Conditional Use Permit. The applicants were happy to apply and demonstrated a desire to follow the County's Code. County Staff authorized them to operate temporarily until the application could go through the process.

It should be noted that the location is about 1/3 mile north of Hibbard Elementary. Also along that road are other commercial uses that operate with CUPs or are "grandfathered" in. These include Taylor Excavation, Paradise Customs Auto Body Repair and Paint, Gunderson's Floors to Go, and Emalee's Venue. (See map to show locations).

The Planning Administrator recommends approval of the CUP with the following conditions:

- RVs to be repaired shall be parked towards the back of the property to the extent possible.
- Hours of Operation be limited to 7:00 AM to 7:00 PM
- Any RVs parked are only for repair, and not to serve as a dump for dilapidated RVs.
- Any outdoor lighting be turned off by 10:00 PM, or on motion sensors
- CUP is valid for 18 months, allowing the applicants to find a location in a commercial zone where they can move the business. If they have not secured another location in that time and wish to continue operation, they will need to re-apply for a CUP.

Administrator Gary gave an extensive overview and answered group questions.

Applicant Presentation – Casey Russell is one of the two applicants (along with Chase Russell) requesting a conditional use permit to operate an RV repair business in Madison County. Here's a summary of Casey Russell from the meeting:

Background:

- Previously worked at Iron Horse RV, which closed down
- Saw a need for RV repair services in the area after Iron Horse's closure
- Started the business to serve customers who were disappointed they couldn't get service locally and had to travel to Idaho Falls

Business Operations:

- Co-owns "Pit Stop RV and Trailer Service and Repair" with Chase Russell
- Focus is on RV service and repair, not engine work or oil changes
- Handles repairs like axles, roof repairs, awnings, AC units, and electrical work
- Averages about 2 vehicles per day (248 customers over 182 days)
- Parts typically arrive next day, with 90% in stock or available quickly

Community Impact:

- Emphasizes the business teaches kids work skills and reduces behavioral risks
- Wants to provide local service so customers don't have to travel to Idaho Falls
- Views the business as temporary while saving money for a permanent commercial location
- Takes pride in keeping the property clean and being responsive to neighbor concerns

Waste Management:

- Contracts with Pacific Recycling for metal disposal (twice monthly)
- Uses Alsco for cleaning materials and rags
- Requires customers to dump and clean black/gray tanks before bringing RVs to the site
- Takes other waste to the weigh station

Casey presented himself as community-focused and committed to addressing neighbor concerns while building a needed local business.

Chase Russell:

Background & Experience:

- Previously worked at Iron Horse RV before it closed
- He has 10 years of security background, working for Vivint Alarms
- Lives on the property where the business operates (his father-in-law Bart Rigby's land)

Business Details:

- Co-owns "Pit Stop RV and Trailer Service and Repair"
- Pulled customer data showing 248 customers over 182 days (1.36 cars per day average)
- Focuses on repair services, not engine work or dealership activities

Property & Security:

- Lives in a historic house (built by his wife's great-great grandfather) that he extensively remodeled
- Cannot sell the house due to family agreement - considers it a "family heirloom"
- Has comprehensive security system with audio/video surveillance and laser sensors
- Covers 99% of the property with security measures

Community Relations:

- Emphasizes being a good neighbor - has helped neighbors with various tasks like plowing driveways and providing security assistance
- Moved RVs away from the road when neighbors expressed concerns
- Built a privacy fence to prevent tractor headlights from disturbing neighbors
- Actively reached out to neighbors to address concerns and improve operations

Future Plans:

- Views current location as temporary while saving money for permanent commercial property
- Committed to maintaining clean, organized operations
- Expects business growth but plans to relocate to appropriate commercial zone

Chase presented himself as security-conscious, community-minded, and committed to being a responsible neighbor while operating a needed local business.

Public Comment – Lane Kilpatrick-Lives immediately south of the Russell property. Wrote a letter of opposition that was read by the commission. Expressed concerns about RVs being stored close to the shared ditch (190 feet from his front door) Asked about enforcement of conditions and who would monitor compliance. Questioned the 18-month time limit and potential for reapplication. Acknowledged Chase and Megan as "great neighbors" and stated he doesn't want the situation to be adversarial. Worried about setting precedent for future commercial development in the residential area. Concerned about property values and the visual impact of large RVs.

Mark Kilpatrick-Lives at 63 North 3000 West. He also wrote a letter of opposition. Emphasized that Chase and Casey are "fantastic neighbors" and expressed appreciation for their relationship. Has worked shoulder-to-shoulder with Chase burning ditches and maintaining the shared waterway. Concerned about RV placement not matching the original site plan - RVs are backed up against the ditch rather than 30 feet away as shown on maps. Is worried about ditch maintenance and water flow management. Cited research shows 5-20% property value reduction for properties adjacent to commercial businesses. Expects the business to grow beyond the current 1.6 cars per day. Acknowledged the community need for RV services but prefers a different location. Grateful the applicants plan to move to commercial property within 18 months. Asked for continued cooperation and communication as the business operates. Both Kilpatrick's maintained they support Chase and Casey personally while opposing the business location due to concerns about property values, visual impact, and infrastructure management.

Troy Mortensen, Cesar Torres, Lane Hemming, Cameron Saurey, Kurk Papenfuss, Dan Hanna, Bart Rigby, Pam Russell, Beth Heinz, Phill Docken, Corey Stathem, Gary Forsgren, Joe Wilcox were present, and all were in support of the business. They all gave examples of the applicants' character and customer service as well as the need for a business like this in this area verses the drive to Idaho Falls.

IN FAVOR: Troy Mortensen, Dan Hanna, Cesar Torres, Bart Rigby, Lane Hemming, Paul Russell, Camron Saurey, Beth Heinz, Kurt Papenfuss, Phil Docken, Corey Stathem and Gary Forsgren

NEUTRAL: NONE

OPPOSED: Layne and Mark Kilpatrick

WRITTEN: (OP) Layne & Angie Kilpatrick, Mark & De Ann Kilpatrick, (FAV) Austin Poole, Eric & Karen Thomas, Clint Huffman, Josh Gundersen, Clint Ball, Brian Rasmussen, Larry Rigby & Teresa Ward, Russell Luthey, Cole & Misty Odgen, Robert & Anissa Odgen, Lindsay Gundersen, Susan & Roy Gundersen, Rebecca & Kelly Nead, Lane Hemming, Joe & Erin Woodcock, Cynthia & Lynn Rigby, Lance & Emalee Wickham, Dennis Huffman, Rick Hill

PZC Discussion – Kort Black proposed changing the CUP validity from 18 months to 24 months, giving the applicants more time to establish their business and find a permanent location.

- **Sharon** asked about signage regulations - Gary Armstrong explained home-based businesses can have small on-site signs with specific dimensional limits and they are currently in compliance.
- **Paul Weekes** supported the 24-month extension, noting the business isn't busy in winter and comparing campers to farm equipment like combines.
- **Eric Miller** raised concerns about "to the extent possible" language for parking, suggesting it lacks enforcement teeth and proposing a defined spatial envelope instead

Condition Refinements:

- Hours of operation clarified as "client hours" from 7 AM to 8 PM
- Outdoor lighting conditions apply only to new/additional lighting, not existing farmyard lights
- Motion sensors should be adjustable to prevent constant activation from wildlife
- **Troy Thurgood** proposed adding a "no dealership" condition for clarity, though Gary noted this would require a different CUP anyway

Environmental Concerns:

- **Eric Miller** cautioned about proper disposal of solvents and greases due to proximity of wells and septic systems
- Chase Russell confirmed they use professional waste disposal services and don't have sinks on-site
- Noise levels discussed - determined to be minimal compared to typical farm operations

The discussion showed commissioners balancing neighbor concerns with support for the local business while ensuring proper regulatory oversight.

PZ Chair Troy closed the discussion and thanked the group, asking for a motion with the new conditions.

Motion -

Sharon Oakey—“*I move to recommend APPROVAL of the application from Chase and Casey Russell for a Conditional Use Permit to operate an automobile (RV) service station as proposed in application materials received July 8, 2025, with the following conditions:*

- RVs to be repaired shall be parked towards the back of the property to the extent possible.
- Client Hours of Operation be limited to 7:00 AM to 8:00 PM
- Any RVs parked are only for repair, and not to serve as a dump for dilapidated RVs.
- Any new outdoor lighting associated with RV repair business be turned off by 10:00 PM, or on motion sensors
- CUP is valid for 24 months (approximately through September 2027), allowing the applicants to find a location in a commercial zone where they can move the business. If they have not secured another location in that time and wish to continue operation, they will need to re-apply for a CUP.
- CUP does not authorize applicants to establish a dealership for this location.”

Paul Weekes - Seconded

Roll call vote was conducted. All present voted in favor. Motion Passed.

PZ Chair Troy explained how the process moving forward would work, thanked everyone for coming and participating and excused the public.

FINDINGS OF FACT:

I. Zone Change –TAG to RR 1.5-Kathy Moss

Motion to Approve and Accept: Paul Weekes

Abstain: Eric Miller, Kort Black

Unanimous in favor of the motion with all present. Motion Passed.

ADMINISTRATOR BUSINESS: Administrator Gary Armstrong gave an overview about the upcoming August 27th meeting items. A proposal for a commercial subdivision on the property that was just rezoned on Yellowstone Highway with a preliminary plat now ready for review. Also, a rezone for the property in Sunnydale that a comp plan amendment was done on a few months back. They want to go from AG to Transitional Agriculture. Kort also mentioned getting ahead of the Comp Plan with the Commercial zoned areas. They agreed that this would be something to discuss in the future.

ADJOURN:

Motion to Adjourn: Kort Black

Second: Paul Weekes

Unanimous in favor of the motion. Meeting Adjourned at 8:16 p.m.

PUBLIC HEARING

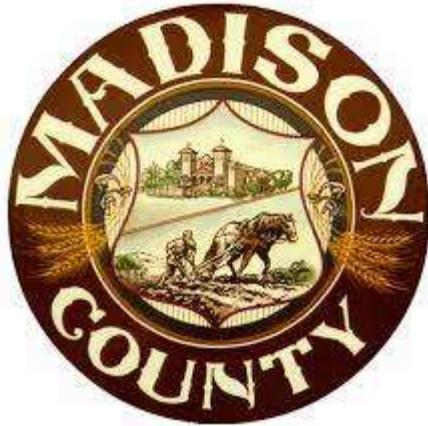
Zone Change-AG to TAG

Hill, Weekes, Larsen

Documents Included

Staff Report

Application



Madison County

Planning and Zoning

Application Summary and Staff Report

Application Type:	Zone Change – Agriculture to Transitional Agriculture	
Applicant:	Gary & Donna Hill (60.25 acres) Darnell Weekes (16.50 acres) Rex & Joyce Larsen (38.10 acres)	
Surveyor/Engineer:	None	
Location:	Sunnydell Area, around 9500 South and 600 East	
Date for Consideration:	August 27, 2025	
Project Description:	The subject property is approximately 114.85 combined acres, and is currently identified as Agriculture on the Zoning Map. The application seeks to zone the parcel as Transitional Agriculture.	
Property Issues (floodplain, slopes, environmental, etc...)	The parcel is not within the Flood Plain.	
Staff Recommendation:	The Planning Administrator has found that the lands proposed for TRANSITIONAL AGRICULTURE generally meet the description found in Madison County Code 117-60, and the requested change is consistent with the Madison County Comprehensive Plan Future Land Use map. The Planning Administrator recommends APPROVAL of the application for the zone change on the subject property as indicated in the application.	
Possible Motions		
Approval Having found that the application generally meets the hearing factors for a zone change as outlined in Madison County Code 102-1, therefore I move to recommend APPROVAL of the application from Gary & Donna Hill, Darnell Weekes, and Rex & Joy Larsen to change the zoning from AGRICULTURE to TRANSITIONAL AGRICULTURE on the combined 114.85 -acres of land as proposed in application materials received July 29, 2025	Denial Having found that the application DOES NOT meet the hearing factors for a zone change as outlined in Madison County Code 102-1, therefore I move to recommend DENIAL of the application from Gary & Donna Hill, Darnell Weekes, and Rex & Joy Larsen to change the zoning from AGRICULTURE to TRANSITIONAL AGRICULTURE on the combined 114.85 -acres of land as proposed in application materials received July 29, 2025, 2024 for the following reasons:	Tabled I move to TABLE the application from Gary & Donna Hill, Darnell Weekes, and Rex & Joy Larsen to change the zoning from AGRICULTURE to TRANSITIONAL AGRICULTURE on the combined 114.85 -acres of land as proposed in application materials received July 29, 20252024 and request additional information from the applicant, including: 1. 2.

Zoning Classifications

Sec 117-52 Agricultural (AG) Zone

1. *Scope and purpose.* The provisions of this section apply to the Agricultural (AG) Zone or designation. The purpose of the Agricultural (AG) Zone or designation is to provide for and protect agricultural lands and uses. All other uses will be considered secondary and not allowed if they pose any interference or negative impacts upon the agricultural use of the land. The minimum lot size and building locations in this zone shall be of a size to allow for economically viable agricultural uses without affecting surrounding properties adversely.
2. *Uses.* Permitted and conditional uses permitted in the Agricultural Zone are identified in section 117-51, land use table.
3. *Height regulations.* There shall be no height restrictions in the Agricultural Zone, except as may be imposed by state or federal regulations. Wind turbines and communication towers have specific height restrictions as outlined in chapter 109, articles III and V.
4. *Setback and lot line requirements.* The following are setback and lot line requirements for the Agricultural Zone:
 1. *Minimum lot width.* 250 feet.
 2. *Front yard.* No building or structure shall be erected nearer than 50 feet from the right-of-way line of the street. Notwithstanding the setback in subsection (b)(1) of this section, if the property abuts a major or minor arterial roadway, the setback shall be no less than 60 feet.
 3. *Side yard.* No building shall be erected closer than 10 feet to any side property line, except corner lots shall maintain a 50-foot side yard adjacent to the street which intersects the street upon which the building fronts.
 4. *Rear yard.* There shall be a rear yard having a depth of not less than 25 feet.
 5. *Exceptions.* Some setback exceptions exist for specific architectural features, as outlined in section 101-10.
5. *Area/density requirements.*
 1. Agriculture owners may split off the original home site on any parcel of not less than one-acre from the rest of the farm ground for the purpose of selling the farm and retaining the home.
 2. Owner of a farm may sell off any parcel of not less than one-acre of land by attaching the deed restriction giving up the developmental rights on the balance of the 16 acres. Example: A one-acre lot would require the owner give up the development rights on the adjoining 15 acres; two-acre split would require the adjoining 14 acres be placed under a developmental restrictions and so on. The parcel with the deed restriction shall state that on the deed and which parcel it is tied to. The two resulting parcels will each be counted as a parcel split. The original larger parcel can do one more such split then any further splits of the parcel will require platting. This is inclusive of the original parcel.
 3. There is no minimum lot area requirement, but division of land must maintain an average of at least 16 acres per lot or parcel.
 4. Deed restricted parcels resulting from administrative splits shall be restricted as a matter of density integrity. If the zoning on the property is change in the future, the deed restriction may be removed and land may be further divided in compliance with the zoning and subdivision code in place at the time of the proposed division.
6. *Accessory uses.* Accessory uses are permitted.
7. *Access to county roads.* All access to county or state roads shall be in conformance with the Comprehensive Plan and follow all access policies and ordinances as set by the county. Multiple accesses will be discouraged and shared access will be encouraged under these policies.
8. *Animal clinics and hospitals, veterinary offices, and kennels.* These will be located at least 300 feet from any residence including motels and hotels, except for an owner's residence. The county may modify these requirements if the animals are housed in soundproof structures that screen them from view of the abutting residential property.
9. *Bulk storage of flammable liquids and gases.* Bulk storage of flammable liquids and gases will:
 1. Be located at least 300 feet from a residence, motel or hotel, except for an owner's residence.
 2. Be erected with the written approval of the fire authority having jurisdiction.

3. Have suitable loading and unloading spaces and off-street parking facilities meeting the approval of the fire authority.
10. *Chemical, pesticide, and fertilizer facilities.* These facilities will have adequate fire protection, storage area, handling and disposal as approved in writing by the fire authority having jurisdiction.

(Prior Code, title 10, § 4.3; Ord. of 2011; Ord. No. 389, 10-11-2013)

HISTORY

Amended by Ord. [454](#) on 12/14/2021

Amended by Ord. [466](#) on 11/28/2022

Sec 117-60 Transitional Agricultural (TAG) Zone

1. *Scope and purpose.* The provisions of this section apply to the Transitional Agricultural (TAG) Zone. The purpose of this Transitional Agricultural (TAG) Zone is to provide for and protect residential lands of a single-family residential environment, located conveniently near urban centers, by providing for an area of transition from agricultural uses to residential. To provide for gardening and family recreational opportunities, the keeping of a limited number of livestock and poultry as set forth in subsection (b) of this section, and similar rural activities will be allowed on a limited scale. The minimum lot size and building locations in this zone must be such that water and sewer facilities and locations for the same can be easily provided on an individual basis on each lot without affecting surrounding properties adversely.
2. *Uses.* Permitted and conditional uses permitted in the Transitional Agricultural Zone are identified in section 117-51, land use table.
3. *Height regulations.* Any building or structure or portion thereof hereafter erected which is not of an agricultural nature shall not exceed 2.5 stories or 35 feet in height unless a greater height is approved by conditional use permit.
4. *Setback and lot line requirements.* The following are setback and lot line requirements for the Transitional Agricultural Zone:
 1. *Minimum lot width.* 250 feet.
 2. *Front yard.* No building or structure shall be erected nearer than 30 feet from the right-of-way line of the street. Notwithstanding the setback in this subsection, if the property abuts a major or minor arterial roadway, the setback shall be no less than 60 feet.
 3. *Side yard.* No building shall be erected closer than 10 feet to any side property line, except corner lots shall maintain a 30-foot side yard adjacent to the street which intersects the street upon which the building fronts.
 4. *Rear yard.* There shall be a rear yard having a depth of not less than 25 feet.
5. *Area/density requirements.* There is no minimum lot area requirement, but overall development density shall be an average of at least 2 acres per lot or parcel. .
6. *Accessory uses.* Accessory uses are permitted.
7. *Access to county roads.* All access to county or state roads shall follow all access policies and ordinances as set by the county. Multiple accesses will be discouraged and shared access will be encouraged under these policies.

(Prior Code, title 10, § 4.11)

HISTORY

Amended by Ord. [466](#) on 11/28/2022

Hearing Factors – Zone Change

Chapter 102 HEARING FACTORS

Sec 102-1 Hearing Factors

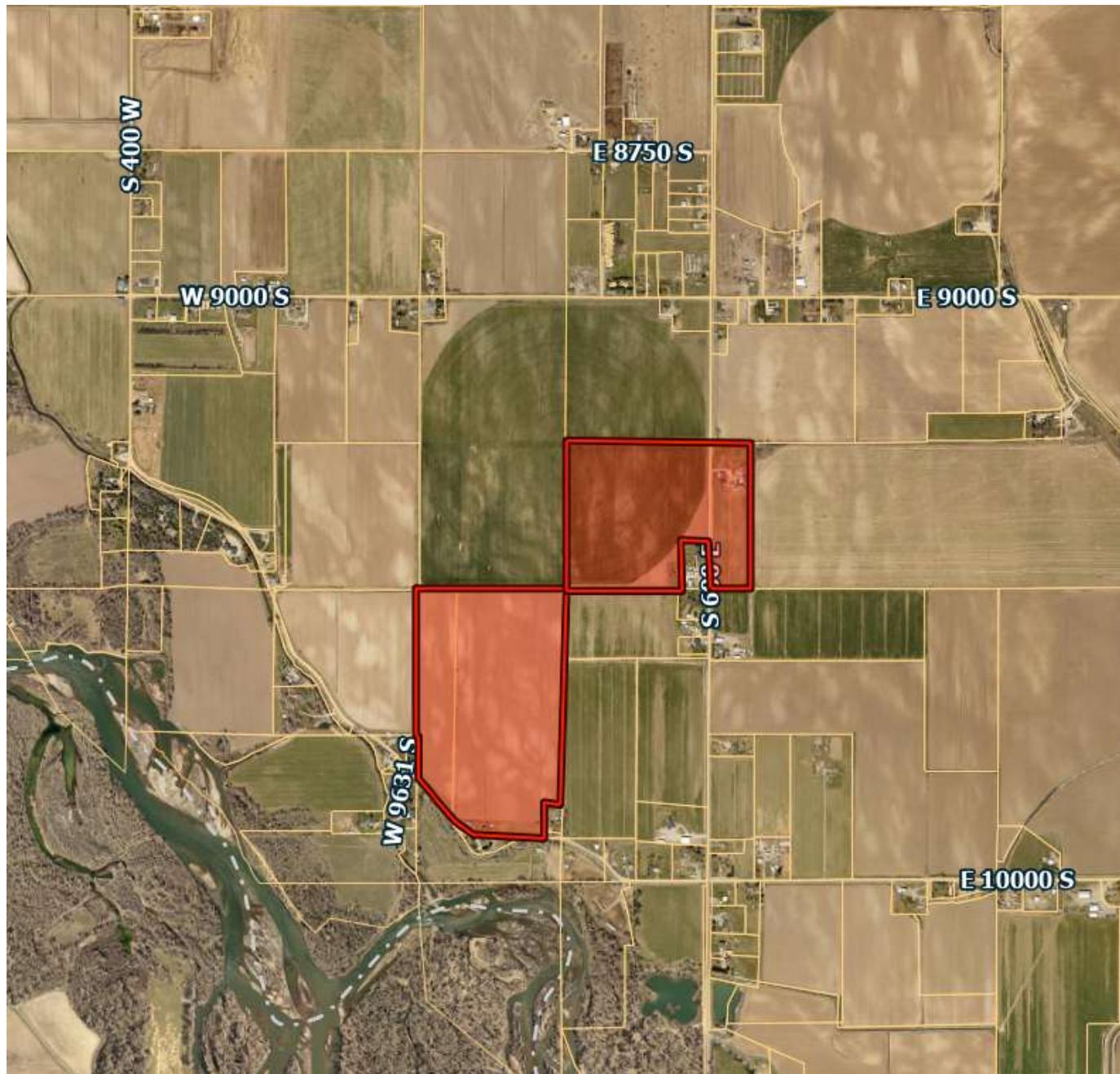
Sec 102-1 Hearing Factors

The Hearing Factors will include, but not be limited to the following:

1. *Zone change.* The county code book, unified development code, pt. II, sets forth guidelines for development in the county. In considering zone changes, the following standards may be deliberated upon to determine whether or not to allow a zone change:
 1. To protect property rights and enhance property values;
 2. To provide for the protection and enhancement of the local economy;
 3. To ensure that important environmental features are protected and enhanced;
 4. To encourage the protection of prime agriculture lands for the production of crops;
 5. To avoid undue concentration of population and overcrowding of land;
 6. To ensure the development on land is commensurate with the physical characteristics of the land;
 7. To protect life and property in areas subject to natural hazards and disasters;
 8. To protect recreational resources;
 9. To avoid undue water, air and noise pollution;
 10. To promote trails and recreation;
 11. To ensure safety from fire and provide adequate open spaces for light and air; and/or,
 12. To implement the county comprehensive plan.

Nothing herein shall preclude the consideration of additional planning components or subject matter.

Proximity Map and Proposed Zone Change



Staff Report prepared by Gary Armstrong, Planning Administrator

PUBLIC HEARING APPLICATION –

ZONE CHANGE

Madison County Planning & Zoning | 134 E Main St. Suit 208 Rexburg ID 83440 | (208)-359-6207 | pz@co.madison.id.us

PURPOSE:

A Zone Change form is specifically designed for property owners seeking to change the current zone, or use designation, assigned to their property to align with their desired future use.

DEFINITIONS:

Agricultural (AG) Zone: The purpose of the AG zone is to provide for and protect agricultural lands and uses. All other uses will be considered secondary and not allowed if they pose any interference or negative impacts upon the agricultural use of the land.

Agriculture/Recreation (AR) Zone: The A/R Zone is established to provide for areas in the County in which agricultural pursuits can continue, while also allowing for recreational, vacation, and second-home developments and activities.

Commercial (C) Zone: The purpose of the Commercial one is to provide areas in the County to fulfill general retail needs and travel or highway related service requirements within the community.

Industrial-Light (I-L) Zone: The purpose of the (I-L) Zone is to provide areas in the County where specific types of low intensity industrial uses such as light manufacturing, research and ancillary commercial and business park development may exist.

Industrial-Heavy (I-H) Zone: The purpose of the (I-H) Zone is to provide areas in the County where most industrial uses, including those that can have a relatively greater impact on surrounding communities may exist. Heavy industry uses shall be primarily oriented towards large-scale manufacturing and production.

Master Planned Community (MPC) Zone: The purpose of the (MPC) zone is to provide for and guide the creation or continuation of a planned development configured around a town center.

Town Site (TS) Zone: The purpose of the (TS) Zone is to encourage high quality development to occur in historic town sites to ensure preservation of these distinct communities within the overall landscape of the County.

Transitional Agricultural (TAG) Zone: The purpose of the TAG zone is to provide for and protect residential lands of a single-family residential environment, located conveniently near urban centers, by providing for an area of transition from agricultural uses to residential.

Rural Residential 1.5 (RR 1.5) Zone: The purpose of the Rural Residential 1.5 (RR 1.5) Zone is to provide for low-density residential development in rural areas that preserves the character of the countryside while allowing for a limited mix of residential and compatible non-residential uses.

APPLICATION REVIEW AND PUBLIC HEARING PROCESS:

An application for a Zone Change is considered complete when a complete application form, all application contents required by the form, and all required fees are received by the administrator/staff.

When application is complete, the Administrator will place it on the agenda of the next available regular meeting of the Commission. The Commission can approve, conditionally approve, disapprove or table the application for further discussion.

Within a reasonable time after receiving the recommendations of the Commission in the form of Findings of Fact, the Board shall either approve, conditionally approve, or disapprove the findings of fact as presented. The board may also table the change and make a determination at a later date. If the application is approved, or approved with modifications, the Board shall direct the Administrator to issue the change listing the specific conditions specified by the Board for approval.

The applicant may appeal, in writing, the decision by the commission as long as the appeal is submitted to the Board within 28 days from such commission action.

SUBMITTALS:**SELECT ONE:**

Paper Submissions: Please ensure that all application materials are single sided. Place required attachments behind provided divider pages.

Electronic Submissions: Please ensure that application materials are emailed to pz@co.madison.id.us as a single PDF File that contains the application and all other required materials.

PLEASE NOTE - All required and requested attachments must be provided at time of submittal, including the listed filing fee. Planning staff will affix the date a full application is submitted. A review process of up to 10 business days will begin the following business day of the affixed submittal date. Incomplete submissions will not begin the review process.

REQUIRED ATTACHMENTS:

Additional attachments may be required on a case to case basis

PLACE REQUIRED ATTACHMENT BEHIND PROVIDED DIVIDER PAGE

Proof of Ownership – Applicable deed adequately showing ownership of the property. If the property is owned by a business entity, please provide proof that such entity is registered in the State of Idaho and verification that the individual signing is a part of the business and can act as its representative.

Parcel Vicinity Map – Areal map showing the parcel's location and current land use designation.

Zone Change Hearing Factors Narrative – Application supplement that concisely identifies whether the amendment would be compatible with the hearing factors contained in [Madison County Unified Development Code Chapter 102-Hearing Factors](#).

\$600.00 Filing Fee – Please make all checks payable to Madison County. Credit Card payments can be taken over the phone, or in office with an added 3% processing fee.

APPLICANT CONTACT INFORMATION:**APPLICANT**

Name:	Donna M. Hill
Phone:	208-403-2846
Email:	donna.hill706@gmail.com
Mailing Address:	9762 S. 400 W., Keybergy

OWNER

Name:	Donna M. Hill
Phone:	208-403-2846
Email:	donna.hill706@gmail.com
Mailing Address:	9762 S. 400 W. Repbury ID 83440

CO-APPLICANT

Name:	
Phone:	
Email:	
Mailing Address:	

CO-APPLICANT

Name:	
Phone:	
Email:	
Mailing Address:	

PARCEL INFORMATION:		48.5	11.75
Parcel #:	RP04N40E087804, RP04N40E093700		
Current Zone:	<input checked="" type="radio"/> AG AR C I-L I-H MPC TS TAG RR 1.5 <small>Please Circle One</small>		
Does the parcel have two or more zones?	<small>Please Circle One</small> <input checked="" type="radio"/> YES <input type="radio"/> NO		
If YES, please list all zones currently assigned:			

REQUEST DESCRIPTION:									
Requested Zone:	<small>Please Circle One</small> <input type="radio"/> AG <input type="radio"/> AR <input type="radio"/> C <input type="radio"/> I-L <input type="radio"/> I-H <input type="radio"/> MPC <input type="radio"/> TS <input type="radio"/> TAG <input type="radio"/> RR 1.5								
Please describe the reason for requesting a change in zoning for the above-mentioned parcel(s):									
so grandchildren can build a home.									

SUBMITTAL:									
I UNDERSTAND:									
<input type="checkbox"/> This application is subject to acceptance and scheduling by the Madison County Planning and Zoning Department upon determination that this application is complete.									
<input checked="" type="checkbox"/> The applicant is responsible for demonstrating that the proposal meets all Madison County Ordinances including the Subdivision Ordinance, Zoning Ordinance, and the Comprehensive Plan, as well as Idaho Code and the requirements of agencies.									
<input checked="" type="checkbox"/> Fees are non-refundable.									
<input checked="" type="checkbox"/> All information, attachments and exhibits are true to the best of my knowledge.									
<input checked="" type="checkbox"/> I agree that I have completed this application to the best of my ability and that nothing has been misrepresented in any way. I also agree to provide any and all information needed by the Madison County Planning and Zoning Department prior to the issuance of this permit									

APPLICANT SIGNATURE:	<i>Donna M. Hill</i>	DATE: 7/28/25
PLEASE OBTAIN ADDITIONAL SIGNATURES IF APPLICANT IS NOT PRIMARY OWNER		
CO-APPLICANT SIGNATURE:		DATE:
CO-APPLICANT SIGNATURE:		DATE:
OWNER SIGNATURE:		DATE:

OFFICE USE ONLY			
Assigned Permit #:	Fee Total:	Fee Received:	Date Received:
PZ-24-_____	\$600.00	____/____/____	____/____/____

PROOF OF OWNERSHIP



Shawn Boice
Madison County Assessor
134 E Main Street
Rexburg, ID 83440
FORWARDING SERVICE REQUESTED

Parcel Description:
W20 RODS OF SW4NW4;
TAX 2928

124

ASSESSMENT NOTICE

THIS IS NOT A BILL.
DO NOT PAY.

Roch House

Parcel Description:
W20 RODS OF SW4NW4;
TAX 2928

For any questions, please notify the Assessor's Office immediately.
Assessor's Telephone Number: **(208)359-6243**

Parcel Address: 9298 S 600 E
REXBURG ID 83440-0000

Appeals of your property value must be filed in writing, on a form provided by the county, by:

June 24, 2024

Tax Code Area: 003000

Official Appeal Deadline is the 4th Monday of June

Parcel Number: RP04N40E093700

ASSESSED VALUE OF YOUR PROPERTY				
CURRENT CATEGORY AND DESCRIPTION	2024 ACRES	2022 VALUE	2023 VALUE	2024 VALUE
1 IRRIGATED AGRICULTURAL	10.749	7,180	7,675	7,675
10 RESIDENTIAL HOMESITE	1.000	50,000	60,000	80,000
31 RESIDENTIAL IMPRVMTS ON AG	0.000	144,825	159,023	161,176
32 RURAL OTHER IMPROVEMENT	0.000	22,019	22,019	19,581
SUBTOTAL	11.749	224,024	248,717	268,432
LESS HOMEOWNERS EXEMPTION:		0	0	0
NET TAXABLE PROPERTY VALUE		224,024	248,717	268,432

Taxes are based on the net taxable value shown on this Notice and on the Budgets of the taxing districts

TAXING DISTRICT INFORMATION					
TAXING DISTRICTS	2022 ANNUAL GROSS TAX*	2023 ANNUAL GROSS TAX*	% OF CHANGE	PHONE NUMBER	DATE OF PUBLIC BUDGET HEARING
MADISON COUNTY	1,028.35	1,105.33	7%	(208) 359-6244	9-3-2024
SD #321 TORT	12.52	11.13	-11%	(208) 359-3300	6-20-2024
SD #321 2006 BOND	272.58	78.55	-71%	(208) 359-3300	6-20-2024
SD #321 2008 BOND	101.86	82.34	-19%	(208) 359-3300	6-20-2024
SD #321 SUPPLEMENTAL/OVERRIDE	152.68	152.11	0%	(208) 359-3300	6-20-2024
SD #321 2017 BOND	113.95	95.30	-16%	(208) 359-3300	6-20-2024
SD #321 2022 BOND	138.13	89.97	-34%	(208) 359-3300	6-20-2024
SUTTON CEM	23.69	24.35	2%	(208) 709-0702	7-24-2024
MADISON CO FIRE	178.17	181.97	2%	(208) 359-3010	9-18-2024
MADISON LIBRARY	90.75	99.85	10%	(208) 356-3461	8-28-2024
MADISON LIB 2008 BOND	21.37	21.27	0%	(208) 356-3461	8-28-2024
MOSQ ABATE	50.37	53.31	5%	(208) 359-6244	9-3-2024
FLOOD DIST #1	1.00	0.99	-1%	(208) 390-2013	8-14-2024
MADISON CO AMB	69.44	73.53	5%	(208) 359-6244	9-3-2024
TOTAL	2,254.86	2,070.00	-8%		

***Additional Fees and Credits may apply**

*Current year tax charges not known until November

*Districts may be added or removed from year to year.

THIS IS NOT A BILL. DO NOT PAY.



Shawn Boice
Madison County Assessor
134 E Main Street
Rexburg, ID 83440
FORWARDING SERVICE REQUESTED

Parcel Description:
TAX 11 LESS TAX 32, 37, 41, 47

24

ASSESSMENT NOTICE

THIS IS NOT A BILL.
DO NOT PAY.

Home Place

For any questions, please notify the Assessor's Office immediately.
Assessor's Telephone Number: (208)359-6243

Parcel Address: 9762 S 400 W
REXBURG ID 83440-0000

Appeals of your property value must be filed in writing, on a form provided by the county, by:

June 24, 2024

Tax Code Area: 003000

Official Appeal Deadline is the 4th Monday of June

Parcel Number: BP04N40E087804

ASSESSED VALUE OF YOUR PROPERTY				
CURRENT CATEGORY AND DESCRIPTION	2024 ACRES	2022 VALUE	2023 VALUE	2024 VALUE
1 IRRIGATED AGRICULTURAL	47.000	31,396	33,558	33,558
10 RESIDENTIAL HOMESITE	1.000	50,000	60,000	80,000
19 WASTE LAND	0.500	0	0	0
31 RESIDENTIAL IMPRVMTS ON AG	0.000	339,297	350,459	379,356
32 RURAL OTHER IMPROVEMENT	0.000	6,476	6,476	6,136
SUBTOTAL	48.500	427,169	450,493	499,050
LESS HOMEOWNERS EXEMPTION:		-125,000	-125,000	-125,000
NET TAXABLE PROPERTY VALUE		302,169	325,493	374,050

Taxes are based on the net taxable value shown on this Notice and on the Budgets of the taxing districts.

TAXING DISTRICT INFORMATION					
TAXING DISTRICTS	2022 ANNUAL GROSS TAX*	2023 ANNUAL GROSS TAX*	% OF CHANGE	PHONE NUMBER	DATE OF PUBLIC BUDGET HEARING
MADISON COUNTY	1,387.05	1,446.58	4%	(208) 359-6244	9-3-2024
SD #321 TORT	16.88	14.57	-13%	(208) 359-3300	6-20-2024
SD #321 2006 BOND	367.66	102.79	-72%	(208) 359-3300	6-20-2024
SD #321 2008 BOND	137.39	107.76	-21%	(208) 359-3300	6-20-2024
SD #321 SUPPLEMENTAL/OVERRIDE	205.93	199.06	-3%	(208) 359-3300	6-20-2024
SD #321 2017 BOND	153.70	124.72	-18%	(208) 359-3300	6-20-2024
SD #321 2022 BOND	186.32	117.74	-36%	(208) 359-3300	6-20-2024
SUTTON CEM	31.96	31.86	0%	(208) 709-0702	7-24-2024
MADISON CO FIRE	240.33	238.14	0%	(208) 359-3010	9-18-2024
MADISON LIBRARY	122.41	130.68	6%	(208) 356-3461	8-28-2024
MADISON LIB 2008 BOND	28.82	27.84	-3%	(208) 356-3461	8-28-2024
MOSQ ABATE	67.94	69.77	2%	(208) 359-6244	9-3-2024
FLOOD DIST #1	1.35	1.30	-3%	(208) 390-2013	8-14-2024
MADISON CO AMB	93.66	96.23	2%	(208) 359-6244	9-3-2024
TOTAL	3,041.40	2,709.04	-11%		

***Additional Fees and Credits may apply**

*Current year tax charges not known until November.

*Districts may be added or removed from year to year.

THIS IS NOT A BILL. DO NOT PAY.

RE-RECORDED TO
CORRECT LEGAL
DESCRIPTION

WARRANTY DEED

ALLIANCE TITLE & ESCROW
P.O. BOX 732
REXBURG, ID 83440

Order No.:3040413752-G

FOR VALUE RECEIVED

The Estate of LaVerne L. Hacking, deceased,

the grantor(s), do(es) hereby grant, bargain, sell and convey unto

Gary R. Hill and Donna N. Hill, Husband and Wife

whose current address is

9298 SOUTH 900 EAST REXBURG, ID 83440

the grantee(s), the following described premises, in Madison County, Idaho, TO WIT:

Township 4 North, Range 40 East, Boise Meridian, Madison County, Idaho.

Section 8: The W $\frac{1}{2}$ of the S E $\frac{1}{4}$. Less: Road right of way.

Less: Commencing at a point which is South 89°59'10" East 338.20 feet and South 00°11'20" West 2070.66 feet from the Northwest corner of the SE $\frac{1}{4}$ of Section 8, Township 4 North, Range 40 East, Boise Meridian, and running thence South 37°25'56" East .066 feet to the p.c. of a curve with a radius of 328.10 and a chord bearing of S. 59°31'25" East; thence along said curve to the left 344.96 feet; thence South 00°21'24" West 30 feet to the p.c. of a curve with a radius of 378.10 feet and a chord bearing of North 65°11'12" West; thence along said curve to the right 322.78 feet intersecting West property line; thence North 00°11'20" East 86.15 feet to the point of beginning.

Also Less: Commencing at a point that is East 968.14 feet and South 2207.94 feet from the center of Section 8, Township and Range aforesaid, and running thence South 89°11'15" West 475.85 feet; thence North 58°18'45" West 138.06 feet; thence South 19°42'45" East 34.35 feet; thence South 34°38'45" East 151.21 feet; thence South 40°33'57" East 69.48 feet; thence South 63°48'45" East 46.0 feet; thence North 76°41'15" East 173.74 feet; thence North 62°41'15" East 270.33 feet to the point of beginning.

Also less: Commencing at the Northwest corner of the SE $\frac{1}{4}$ of Section 8, and running thence East 338.2 feet; thence South 0°11'20" West 2150.4 feet; thence North 30°57'20" West 225 feet; thence North 45°42'20" West 316.16 feet; thence North 0°11'20" East 416.9 feet; thence West 33 feet; thence North 0°11'26" East 1287 feet; thence East 33 feet; thence North 0°11'20" East 33 feet to the point of beginning.

Also less: Beginning at a point that is 1313.90 feet West and 386.80 feet North 0°32'15" East of the Southeast corner of Section 8, Township 4 north, Range 40 East, Boise Meridian, Madison Count, Idaho, and running thence north 0°32'15" East 282.00 feet along an existing fence line; thence West 164.00 feet; thence South 0°48'20" West 148.00 feet along an existing fence line; thence West 12.00 feet; thence South 0°32'15" West 110.17 feet to the centerline of a county road; thence South 82°18'25" East 183.12 feet, more or less along said centerline to the point of beginning.

TO HAVE AND TO HOLD the said premises, with their appurtenances unto the said Grantee, heirs and assigns forever. And the said Grantor hereby covenant to and with the said Grantee that (s)he is/are the owner(s) in fee simple of said premises; that they are free from all encumbrances Excep. Current Year Taxes, conditions, covenants, restrictions, reservations, easements, rights and rights of way, apparent or of record.

And that (s)he will warrant and defend the same from all lawful claims whatsoever.

Dated: January 30, 2004

The Estate of LaVerne L. Hacking, deceased

Maryjory Wilcock
By: Maryjory Wilcock, Personal Representative

Janine Quayle
By: Janine Quayle, Personal Representative

Instrument # 309807
REXBURG, MADISON, IDAHO
2004-01-30 02:19:00 No. of Pages: 2
Recorded for: ALLIANCE TITLE AND ESCROW
MARILYN R. RASMUSSEN Fee: 6.00
Ex-Officio Recorder Deputy

Instrument # 310491
REXBURG, MADISON, IDAHO
2004-03-03 02:42:00 No. of Pages: 2
Recorded for: ALLIANCE TITLE AND ESCROW
MARILYN R. RASMUSSEN Fee: 6.00
Ex-Officio Recorder Deputy

PARCEL VICINITY MAP

AREA VIEW MAP



**ZONE CHANGE
HEARING FACTORS
NARRATIVE**

ZONE CHANGE HEARING FACTORS NARRATIVE

The county code book, unified development code, pt. II, sets forth guidelines for development in the county. In considering zone changes, the following standards may be deliberated upon to determine whether or not to allow a zone change:

Please insert a statement for each factor that concisely identifies how the requested Zone Change meets the listed criteria.

1. How does your requested zone change protect property rights and enhance property values?

*It is just going to be the same as it ever was,
just doing this so my gr.-grandkids can build.*

2. How does your requested zone change provide for the protection and enhancement of the local economy?

3. How does your requested zone change ensure that important environmental features are protected and enhanced?

4. How does your requested zone change encourage the protection of prime agricultural lands for the production of crops?

5. How does your requested zone change help avoid undue concentration of population and overcrowding of land?

6. How does your requested zone change ensure that development on the land is commensurate with the physical characteristics of the land?

7. How does your requested zone change protect life and property in areas subject to natural hazards and disasters?

8. How does your requested zone change protect recreational resources?

9. How does your requested zone change avoid undue water, air, and noise pollution?

10. How does your requested zone change promote trails and recreation?

11. How does your requested zone change ensure safety from fire and provide adequate open spaces for light and air?

12. How does your requested zone change implement the county comprehensive plan?

SUBMITTALS:**SELECT ONE:**

Paper Submissions: Please ensure that all application materials are single sided. Place required attachments behind provided divider pages.

Electronic Submissions: Please ensure that application materials are emailed to pz@co.madison.id.us as a single PDF File that contains the application and all other required materials.

PLEASE NOTE - All required and requested attachments must be provided at time of submittal, including the listed filing fee. Planning staff will affix the date a full application is submitted. A review process of up to 10 business days will begin the following business day of the affixed submittal date. Incomplete submissions will not begin the review process.

REQUIRED ATTACHMENTS:

Additional attachments may be required on a case to case basis

PLACE REQUIRED ATTACHMENT BEHIND PROVIDED DIVIDER PAGE

Proof of Ownership – Applicable deed adequately showing ownership of the property. If the property is owned by a business entity, please provide proof that such entity is registered in the State of Idaho and verification that the individual signing is a part of the business and can act as its representative.

Parcel Vicinity Map – Areal map showing the parcel's location and current land use designation.

Zone Change Hearing Factors Narrative – Application supplement that concisely identifies whether the amendment would be compatible with the hearing factors contained in [Madison County Unified Development Code Chapter 102-Hearing Factors](#).

\$600.00 Filing Fee – Please make all checks payable to Madison County. Credit Card payments can be taken over the phone, or in office with an added 3% processing fee.

APPLICANT CONTACT INFORMATION:

APPLICANT		OWNER	
Name:	Darnell Weekes	Name:	
Phone:	208 390 6875	Phone:	
Email:	1946dwe@gmail.com	Email:	
Mailing Address:	8831 South 600 East Rexburg, Id 83440	Mailing Address:	
CO-APPLICANT		CO-APPLICANT	
Name:	Sue Ann Weekes	Name:	
Phone:	208-390-6874	Phone:	
Email:	weekesmom47@gmail.com	Email:	
Mailing Address:	8831 S 600 E Rexburg, Id 83440	Mailing Address:	

PARCEL INFORMATION:

Parcel #:

RF04N40E087819

16.5 Acre

Current Zone:

 AG

AR

C

I-L

I-H

MPC

TS

TAG

RR 1.5

Please Circle One

Does the parcel have two or more zones?

Please Circle One

YES

 NO

If YES, please list all zones currently assigned:

REQUEST DESCRIPTION:

Requested Zone:

Please Circle One

AG

AR

C

I-L

I-H

MPC

TS

 TAG

RR 1.5

Please describe the reason for requesting a change in zoning for the above-mentioned parcel(s):

To have The ability of have Children being Able To Build A Home if Needed.

SUBMITTAL:**I UNDERSTAND:**

This application is subject to acceptance and scheduling by the Madison County Planning and Zoning Department upon determination that this application is complete.

The applicant is responsible for demonstrating that the proposal meets all Madison County Ordinances including the Subdivision Ordinance, Zoning Ordinance, and the Comprehensive Plan, as well as Idaho Code and the requirements of agencies.

Fees are non-refundable.

All information, attachments and exhibits are true to the best of my knowledge.

I agree that I have completed this application to the best of my ability and that nothing has been misrepresented in any way. I also agree to provide any and all information needed by the Madison County Planning and Zoning Department prior to the issuance of this permit

APPLICANT SIGNATURE:

DATE: 7-25-25

PLEASE OBTAIN ADDITIONAL SIGNATURES IF APPLICANT IS NOT PRIMARY OWNER

CO-APPLICANT SIGNATURE:

DATE: 7-25-25

CO-APPLICANT SIGNATURE:

DATE:

OWNER SIGNATURE:

DATE:

OFFICE USE ONLY

Assigned Permit #:

Fee Total:

Fee Received:

Date Received:

PZ-24-_____

\$600.00

____/____/____

____/____/____

PROOF OF OWNERSHIP

Special Warranty Deed

1 Date

March 17, 2022

Microfile No. **448922**
7 DAY Apr 2022
At 04 O'Clock 48 PM
KIM H. MUIR
MADISON CO RECORDER
Fee \$15.00
Deputy
Recorded at Request of
BEARD ST. CLAIR GAFFNEY PA

2 Parties

Grantor:

Darnell Frank Weekes and Sue Ann Weekes, husband and wife.

Current address:

8831 S 600 E, Rexburg, ID 83440.

Grantee:

Darnell F. Weekes and Sue Ann N. Weekes, Trustees, or their successors in interest under the Weekes Revocable Trust, dated March 17, 2022, and any amendments thereto.

Current address:

c/o Darnell F. Weekes and Sue Ann N. Weekes, Trustees, 8831 S 600 E, Rexburg, ID 83440.

3 Property

Idaho County: Madison

Transferred interest: Grantors' entire interest in fee simple.

Description:

Attached as Exhibit A.

Together with:

All improvements and appurtenances.

Subject to:

Rights of way for roads and ditches now existing on the property plus all easements and rights-of-way of record, if any, covenants, restrictions, reservations, applicable building and zoning ordinances, use regulations and restrictions, and accruing taxes.

Taxes and assessments for the current year and all subsequent years.

All facts, rights, claims and interest ascertainable by inspection of the property or by inquiry of persons in possession.

Unpatented mining claims, reservations and exceptions and patents or in acts authorizing their issuance.

4 Consideration

Ten Dollars and other good and valuable consideration, receipt of which is acknowledged.

5 Grant

Grantors, for the consideration listed above hereby grant, bargain, sell, convey and confirm to Grantee, its heirs, successors and assigns, the transferred interest in the property described in this deed.

6 Warranties

Grantors, for themselves, their heirs, successors and assigns, covenant with Grantee, its heirs, successors and assigns as follows:

Grantors are currently the owner of the property as described in this deed.

Grantors have good right to convey the property described in this deed to Grantee.

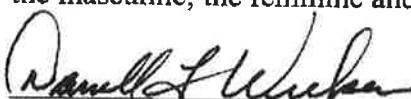
The property described in this deed is free from all encumbrances, except as otherwise shown in this deed or of record.

Grantors and their heirs and successors will forever warrant and defend the quiet and peaceful possession of the property granted by this deed to Grantee, its heirs, successors and assigns against the lawful claims of all persons.

The warranty in this deed is limited to the coverage the Grantors have under any policy of title insurance or damages of \$10.00 (whichever is greater).

7 Construction

In construing this deed, and where the context so requires, the singular includes the plural and the masculine, the feminine and the neuter.

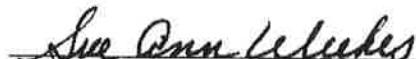


Darnell Frank Weekes

State of Idaho

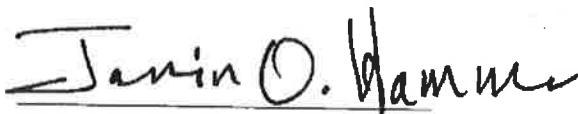
ss.

County of Madison



Sue Ann Weekes

On March 17, 2022, before me Jarin O. Hammer, an Idaho notary public, personally appeared Darnell Frank Weekes and Sue Ann Weekes, known or identified to me, to be the persons whose names are subscribed to the within instrument, and acknowledged to me that they executed the same.



Notary Public for Idaho
Residing at: Idaho Falls, Idaho
(Seal)

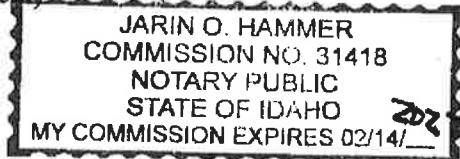


Exhibit A

Parcel 1:

The Northwest Quarter of the Southeast Quarter (NW $\frac{1}{4}$ SE $\frac{1}{4}$) of Section 29, Township 5 North, Range 40 East, Boise Meridian, Madison County, Idaho.

Parcel 2:

Lot 3, in Block 1 of the Sunny Dell Estates Subdivision, Division No. 1, Madison County, Idaho, as per the recorded plat thereof.

Parcel 3:

Commencing at a point 25 feet North of the Southwest corner of the SE $\frac{1}{4}$ SE $\frac{1}{4}$ of Sec. 8, Twp. 4 N., R. 40 E., Boise Mer., in Madison County, Idaho, and running thence North 328 feet; thence East 375 feet; thence South 328 feet; thence West 375 feet to the point of beginning.

Also commencing at the Northwest corner of the SE $\frac{1}{4}$ of Sec. 8, Twp. 4 N., R. 40 E., Boise Mer., in Madison County, State of Idaho, and running thence East 338.2 feet; thence South 0°11'20" West 2150.4 feet; thence North 30°57'20" West, 225 feet; then North 45°42'20" West, 316.16 feet; thence North 0°11'20" East 416.9 feet; thence West 33 feet; thence East 33 feet; thence North 0°11'20" East 33 feet to the point of beginning.

PARCEL VICINITY MAP

**ZONE CHANGE
HEARING FACTORS
NARRATIVE**

ZONE CHANGE HEARING FACTORS NARRATIVE

The county code book, unified development code, pt. II, sets forth guidelines for development in the county. In considering zone changes, the following standards may be deliberated upon to determine whether or not to allow a zone change:

Please insert a statement for each factor that concisely identifies how the requested Zone Change meets the listed criteria.

1. How does your requested zone change protect property rights and enhance property values?

NA

2. How does your requested zone change provide for the protection and enhancement of the local economy?

NA

3. How does your requested zone change ensure that important environmental features are protected and enhanced?

NA

4. How does your requested zone change encourage the protection of prime agricultural lands for the production of crops?

No change of use at this time

5. How does your requested zone change help avoid undue concentration of population and overcrowding of land?

By being zoned

6. How does your requested zone change ensure that development on the land is commensurate with the physical characteristics of the land?

NA

7. How does your requested zone change protect life and property in areas subject to natural hazards and disasters?

NA

8. How does your requested zone change protect recreational resources?

None

9. How does your requested zone change avoid undue water, air, and noise pollution?

Doesn't change

10. How does your requested zone change promote trails and recreation?

NA

11. How does your requested zone change ensure safety from fire and provide adequate open spaces for light and air?

NA

12. How does your requested zone change implement the county comprehensive plan?

Go with plan

PUBLIC HEARING APPLICATION –

ZONE CHANGE

Madison County Planning & Zoning | 134 E Main St. Suit 208 Rexburg ID 83440 | (208)-359-6207 | pz@co.madison.id.us

PURPOSE:

A Zone Change form is specifically designed for property owners seeking to change the current zone, or use designation, assigned to their property to align with their desired future use.

DEFINITIONS:

Agricultural (AG) Zone: The purpose of the AG zone is to provide for and protect agricultural lands and uses. All other uses will be considered secondary and not allowed if they pose any interference or negative impacts upon the agricultural use of the land.

Agriculture/Recreation (AR) Zone: The A/R Zone is established to provide for areas in the County in which agricultural pursuits can continue, while also allowing for recreational, vacation, and second-home developments and activities.

Commercial (C) Zone: The purpose of the Commercial one is to provide areas in the County to fulfill general retail needs and travel or highway related service requirements within the community.

Industrial-Light (I-L) Zone: The purpose of the (I-L) Zone is to provide areas in the County where specific types of low intensity industrial uses such as light manufacturing, research and ancillary commercial and business park development may exist.

Industrial-Heavy (I-H) Zone: The purpose of the (I-H) Zone is to provide areas in the County where most industrial uses, including those that can have a relatively greater impact on surrounding communities may exist. Heavy industry uses shall be primarily oriented towards large-scale manufacturing and production.

Master Planned Community (MPC) Zone: The purpose of the (MPC) zone is to provide for and guide the creation or continuation of a planned development configured around a town center.

Town Site (TS) Zone: The purpose of the (TS) Zone is to encourage high quality development to occur in historic town sites to ensure preservation of these distinct communities within the overall landscape of the County.

Transitional Agricultural (TAG) Zone: The purpose of the TAG zone is to provide for and protect residential lands of a single-family residential environment, located conveniently near urban centers, by providing for an area of transition from agricultural uses to residential.

Rural Residential 1.5 (RR 1.5) Zone: The purpose of the Rural Residential 1.5 (RR 1.5) Zone is to provide for low-density residential development in rural areas that preserves the character of the countryside while allowing for a limited mix of residential and compatible non-residential uses.

APPLICATION REVIEW AND PUBLIC HEARING PROCESS:

An application for a Zone Change is considered complete when a complete application form, all application contents required by the form, and all required fees are received by the administrator/staff.

When application is complete, the Administrator will place it on the agenda of the next available regular meeting of the Commission. The Commission can approve, conditionally approve, disapprove or table the application for further discussion.

Within a reasonable time after receiving the recommendations of the Commission in the form of Findings of Fact, the Board shall either approve, conditionally approve, or disapprove the findings of fact as presented. The board may also table the change and make a determination at a later date. If the application is approved, or approved with modifications, the Board shall direct the Administrator to issue the change listing the specific conditions specified by the Board for approval.

The applicant may appeal, in writing, the decision by the commission as long as the appeal is submitted to the Board within 28 days from such commission action.

PUBLIC HEARING APPLICATION –

ZONE CHANGE

Madison County Planning & Zoning | 134 E Main St. Suit 208 Rexburg ID 83440 | (208)-359-6207 | pz@co.madison.id.us

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The applicant may appeal, in writing, the decision by the commission as long as the appeal is submitted to the Board within 28 days from such commission action.

SUBMITTALS:**SELECT ONE:**

Paper Submissions: Please ensure that all application materials are single sided. Place required attachments behind provided divider pages.

Electronic Submissions: Please ensure that application materials are emailed to pz@co.madison.id.us as a single PDF File that contains the application and all other required materials.

PLEASE NOTE - All required and requested attachments must be provided at time of submittal, including the listed filing fee. Planning staff will affix the date a full application is submitted. A review process of up to 10 business days will begin the following business day of the affixed submittal date. Incomplete submissions will not begin the review process.

REQUIRED ATTACHMENTS:

Additional attachments may be required on a case to case basis

PLACE REQUIRED ATTACHMENT BEHIND PROVIDED DIVIDER PAGE

Proof of Ownership – Applicable deed adequately showing ownership of the property. If the property is owned by a business entity, please provide proof that such entity is registered in the State of Idaho and verification that the individual signing is a part of the business and can act as its representative.

Parcel Vicinity Map – Areal map showing the parcel's location and current land use designation.

Zone Change Hearing Factors Narrative – Application supplement that concisely identifies whether the amendment would be compatible with the hearing factors contained in Madison County Unified Development Code Chapter 102-Hearing Factors.

\$600.00 Filing Fee – Please make all checks payable to Madison County. Credit Card payments can be taken over the phone, or in office with an added 3% processing fee.

APPLICANT CONTACT INFORMATION:

APPLICANT	
Name:	V Rex Larsen
Phone:	
Email:	
Mailing Address:	

OWNER	
Name:	V Rex Larson
Phone:	435 688 2999
Email:	
Mailing Address:	349 Autumnwood Dr Rigby, ID 83442

CO-APPLICANT	
Name:	Joyce Larsen
Phone:	
Email:	
Mailing Address:	

CO-APPLICANT	
Name:	Joyce Larsen
Phone:	208 360 0132
Email:	granny.larsen@gmail.com
Mailing Address:	349 Autumnwood Dr Rigby, ID 83442

PARCEL INFORMATION:

Parcel #: R P 04 N 4 0 E 081802

Current Zone:

 AG

AR

C

I-L

I-H

MPC

TS

TAG

RR 1.5

Please Circle One

Please Circle One

YES

 NO

Does the parcel have two or more zones?

If YES, please list all zones currently assigned:

REQUEST DESCRIPTION:

Requested Zone:

AG

AR

C

I-L

I-H

MPC

TS

 TAG

RR 1.5

Please Circle One

rural cluster

Please describe the reason for requesting a change in zoning for the above-mentioned parcel(s):

possibly family members could build on land.

SUBMITTAL:**I UNDERSTAND:**

This application is subject to acceptance and scheduling by the Madison County Planning and Zoning Department upon determination that this application is complete.

The applicant is responsible for demonstrating that the proposal meets all Madison County Ordinances including the Subdivision Ordinance, Zoning Ordinance, and the Comprehensive Plan, as well as Idaho Code and the requirements of agencies.

Fees are non-refundable.

All information, attachments and exhibits are true to the best of my knowledge.

I agree that I have completed this application to the best of my ability and that nothing has been misrepresented in any way. I also agree to provide any and all information needed by the Madison County Planning and Zoning Department prior to the issuance of this permit

APPLICANT SIGNATURE:

V Rex Lansen

DATE: 7.28.25

PLEASE OBTAIN ADDITIONAL SIGNATURES IF APPLICANT IS NOT PRIMARY OWNER

CO-APPLICANT SIGNATURE:

Joyce Lansen

DATE: 7.28.25

CO-APPLICANT SIGNATURE:

DATE:

OWNER SIGNATURE:

DATE:

OFFICE USE ONLY

Assigned Permit #:

Fee Total:

Fee Received:

Date Received:

PZ-24-_____

\$600.00

____/____/____

____/____/____

PROOF OF OWNERSHIP

WARRANTY DEED

262932

For Value Received **V. REX LARSEN and JOYCE B. LARSEN, husband and wife**

Hereinafter called the Grantor, hereby grants, bargains, sells & conveys to

KENT SUTTON and SUSAN SUTTON, husband and wifewhose address is: **419 MORGAN DRIVE, REXBURG, ID 83440**

Hereinafter called the Grantee, the following described premises situated in MADISON County, Idaho, to-wit:

Section 8, Township 4 North, Range 40 East, Boise Meridian, Madison County, Idaho:
 Beginning at a point that is 20.0 feet North and 30 feet South $89^{\circ}43'30''$ West of the Southeast corner of the NE1/4 of Section 8; and running thence North 378.08 feet along the West Right-of-Way of the Archer Highway; thence North $88^{\circ}12'56''$ West 217.11 feet along and existing fence; thence South 383.88 feet along an existing fence; thence North $89^{\circ}43'30''$ East 217.00 feet to the point of beginning.

SUBJECT TO all easements, right of ways, covenants, restrictions, reservations, applicable building and zoning ordinances and use regulations and restrictions of record, and payment of accruing present year taxes and assessments as agreed to by parties above.

TO HAVE AND TO HOLD the said premises, with their appurtenances unto the said Grantee and to the Grantee's heirs and assigns forever. And the said Grantor does hereby covenant to and with the said Grantee, that the Grantor is the owner in fee simple of said premises; that said premises are free from all encumbrances except current years taxes, levies, and assessments, and except U. S. Patent reservations, restrictions, easements of record, and easements visible upon the premises, and that Grantor will warrant and defend the same from all claims whatsoever.

Dated: **SEPTEMBER 16, 1996**

V. Rex Larsen
V. REX LARSEN

Joyce B. Larsen
JOYCE B. LARSEN

STATE OF IDAHO

)

; ss

COUNTY OF MADISON

)

On This 16TH day of SEPTEMBER, in the year 1996, before me, a Notary Public in and for said State, personally appeared **V. REX LARSEN AND JOYCE B. LARSEN**, known or identified to me to be the person(s) whose name(s) ARE subscribed to the within Instrument, and acknowledged to me that THEY executed the same.

Nira Siddoway
 Notary Public of Idaho
 Residing at REXBURG, Idaho
 Commission Expires 11/19/99



State of Idaho
 County of Madison) ss 262932
 I hereby certify that the within instrument was

filed SEP. 17 1996

1996, and
 recorded on Film

Fee 3.00

by BETH B. NEESE, Recorder

Deputy

At the request of

First American Title Company

PERSONAL REPRESENTATIVE'S DEED

THIS INDENTURE, Made this 22nd day of August, 1994,
between JOYCE B. LARSEN, Personal Representative of the Estates
of Everett C. Brindle and Alta G. Brindle, aka Alta W. Brindle,
late of Rexburg, Madison County, State of Idaho, the party of the
First Part, and JOYCE B. LARSEN, of 1030 S. 2nd E., Rexburg, ID
83440, the Party of the Second Part,

WITNESSETH, that the said Party of the First Part, as
the duly appointed, qualified and acting Personal Representative
of said Estate, pursuant to an Agreement of Heirs, Devisees and
Legatees, does by these presents grant, convey, and confirm unto
the said Party of the Second Part, and to her heirs and assigns
forever, all the right, title, interest and estate of said
decedent, at the time of said decedent's death, and also, all the
right, title and interest that the said estate, by operation of
law, or otherwise, may have acquired since the decedent's death,
in and to the following described real estate situated in Madison
County, Idaho, to-wit:

The Southeast Quarter of the Northeast Quarter
(SE1/4NE1/4) of Section Eight (8), in Township Four (4)
North, of Range Forty (40), East of the Boise Meridian.

Together with all and singular the tenements, hereditaments, and
appurtenances thereunto belonging or in anywise appertaining, and
the reversion and reversions, remainder and remainders, and
rents, issues and profits thereof;

TO HAVE AND TO HOLD, all and singular the said premises, together with the appurtenances, unto the said Party the Second Part, and to her heirs and assigns forever.

IN WITNESS WHEREOF, the said Party of the First Part, Personal Representative, has as aforesaid, hereunto set her hand and seal the day and year first above written.

Joyce B. Larsen
Joyce B. Larsen

STATE OF IDAHO,)
ss
County of Madison)

On this 22nd day of August, 1994, before me the undersigned, a Notary Public in and for said State, personally appeared JOYCE B. LARSEN, known to me to be the person whose name is subscribed to the within instrument as the Personal Representative of the Estates of Everett C. Brindle and Alta G. Brindle, and acknowledged to me that she executed the same as such Personal Representative of said estates.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

Marsha L. Waberry
Notary Public for Idaho
Residing at: Rexburg, Idaho
My Commission Expires: 4-10-2000

NOT

1515

CF-B

State of Idaho | SS 253286
County of Madison

I hereby certify that the within instrument was filed Aug 23 1994

19 1994 at 1:50 P.M. and recorded on Film 253286

Fee 9 -

by BETH B. REESE, Recorder

D. Steel Deputy

At the request of

*Brigby & Waberry, Inc.
Brigby, Waberry & T. Mueller
P.O.*

GIFT DEED - COMMUNITY PROPERTY INTEREST

AS A GIFT, JOYCE B. LARSEN ("Wife"), does hereby GIVE, CONVEY, AND CONFIRM unto V. REX LARSEN ("Husband"), both of 1030 S. 2nd E., Rexburg, ID 83440, a community property interest with Wife in and to the following described real property located in Madison County, State of Idaho, to-wit:

The Southeast Quarter of the Northeast Quarter (SE1/4NE1/4) of Section Eight (8), in Township Four (4) North, of Range Forty (40), East of the Boise Meridian.

Together with any and all improvements and appurtenances thereto; rents, issues, and profits thereof; and reversions and remainders; with the property following the delivery of this deed to be owned by Wife and Husband, equally, as community property.

DATED This 9th day of September, 1994.

Joyce B. Larsen
Joyce B. Larsen

STATE OF IDAHO,)
ss.
County of Madison.)

On this 9th day of September, 1994, before me, the undersigned, a Notary Public in and for said State, personally appeared JOYCE B. LARSEN known to me to be the person whose name is subscribed to the within instrument and acknowledged to me that she executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

Debra A. Keller
Notary Public for Idaho
Residing at Rexburg, Idaho
My Commission Expires: 11-15-99

PARCEL VICINITY MAP

LARSEN PARCEL VICINITY MAP



ZONE CHANGE HEARING FACTORS NARRATIVE

The county code book, unified development code, pt. II, sets forth guidelines for development in the county. In considering zone changes, the following standards may be deliberated upon to determine whether or not to allow a zone change:

Please insert a statement for each factor that concisely identifies how the requested Zone Change meets the listed criteria.

1. How does your requested zone change protect property rights and enhance property values?

NA

2. How does your requested zone change provide for the protection and enhancement of the local economy?

NA

3. How does your requested zone change ensure that important environmental features are protected and enhanced?

NA

4. How does your requested zone change encourage the protection of prime agricultural lands for the production of crops?

only a very small portion for a family member would be taken out of farm ground, ie (the corner)

5. How does your requested zone change help avoid undue concentration of population and overcrowding of land?

NA

6. How does your requested zone change ensure that development on the land is commensurate with the physical characteristics of the land?

will not affect

7. How does your requested zone change protect life and property in areas subject to natural hazards and disasters?

none

8. How does your requested zone change protect recreational resources?

NA

9. How does your requested zone change avoid undue water, air, and noise pollution?

NA

10. How does your requested zone change promote trails and recreation?

none on the land

11. How does your requested zone change ensure safety from fire and provide adequate open spaces for light and air?

NA

12. How does your requested zone change implement the county comprehensive plan?

NA

PUBLIC HEARING

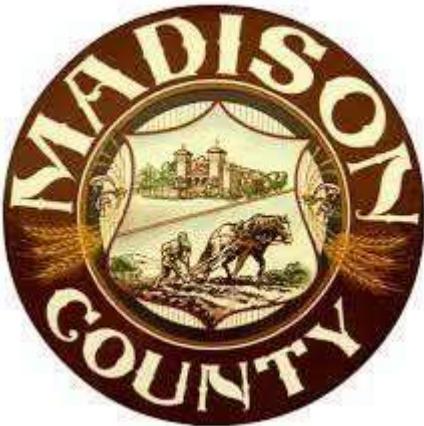
Preliminary Plat-Patriot Plaza

Forge Holdings, LLC-Matt Bitter

Documents Included

Staff Report

Application



Madison County

Planning and Zoning

Application Summary and Staff Report

Application Type:	Subdivision – Preliminary Plat Patriot Plaza Subdivision
Applicant: Owner:	Forge Holdings, LLC, Matt Bitter
Surveyor/Engineer:	Teton View Surveying, Jeff Rowe Civilize Engineering, Husk Crowther
Location:	~3300 S Yellowstone Highway
Date for Consideration:	PZC - August 27, 2025

Project Description:

The application is for a 26 lot commercial subdivision of 32 acres of land, on the east side of South Yellowstone Highway at about 3300 South. The property is zoned Commercial. At 26 lots, the development is considered “Medium Scale Development (between 9-29 lots)” in Madison County Code. All lots are at least 1 acre. The subdivision is proposed to include access off of Yellowstone Highway and 3200 S. Each lot will have a private well and septic. A community water system is proposed that will supply water for fire suppression (fire sprinklers) needs in commercial buildings.

As a subdivision, the application will be reviewed according to Madison County Code Chapter 115. Once developed, land uses within the subdivision will comply with those outlined in Madison County Code 117-54 (Commercial Zone).

Property Issues (floodplain, slopes, environmental, etc...)

The proposed subdivision is not in a floodplain.

Staff Recommendation:

The Planning Administrator has found that the application meets the criteria found in Madison County Code Section 115-II, as noted below, and recommends **APPROVAL** of the Subdivision as proposed.

Possible MotionsApproval

Having found that the application from Forge Holdings for the Preliminary Plat for the Patriot Plaza Subdivision MEETS the criteria outlined in Madison County Code Section 115, I move to recommend APPROVAL, as proposed in application materials received July 28, 2025.

Denial

Having found that the application from Forge Holdings for the Preliminary Plat for the Patriot Plaza Subdivision DOES NOT MEET the criteria outlined in Madison County Code Section 115, I move to recommend DENIAL, as proposed in application materials received July 28, 2025 for following reasons:

- 1.
- 2.

Tabled

I move to TABLE the application from Forge Holdings for the Preliminary Plat for the Patriot Plaza Subdivision as proposed in application materials received July 28, 2025, and request additional information from the applicant, including:

- 1.
- 2.

Subdivision Requirements – Madison County Code

Sec 115-28 Application Requirements

The following are required for applications for any land action, including but not limited to all land divisions, administrative land splits, subdivisions, short plats, small scale developments, establishment or relocation of easements, right of ways, and the establishment or relocation of property boundaries.

1. A vicinity map at a scale of 1-inch equals 400 feet showing the development project property, adjacent property boundaries, and the zoning designations and land uses of the subject and adjacent properties;
2. Names and addresses of the owners of record of properties within 500 feet of the proposed development project boundaries;
3. Location, widths and names of all existing streets, easements, rights-of-way and all other public and private ways within or abutting the development project;
4. Location and flow direction of all existing watercourses and natural features such as water bodies, rock outcroppings, marshes, wetlands and significant vegetation within and adjacent to the project area;
5. Contour lines having the following minimum intervals:
 1. On contours of 1 percent or less, use 1-foot contours, and if less than 3 contours are shown, then show sufficient spot elevations to allow understanding of site topography; and
 2. Slopes greater than 1 percent use 2-foot contours;
6. Proposed roads, streets, trails and other public and private ways, including location, widths and approximate curve radii;
7. Areas proposed for residential and commercial development, including types, sizes and number of units proposed;
8. General access, easements, drainage and utilities proposed for each development site;
9. Any areas proposed for community and natural open space, including proposed trail corridors, parks, recreational features and other proposed development;
10. Sites proposed for churches, schools and other public facilities, if any;
11. Planned locations, widths and grades of all roads, streets, sidewalks, trails and other public ways, with typical cross sections showing widths and locations of curbs, sidewalks, utilities and other features associated with the ways; trails, walkways, sidewalks, and paths shall be constructed in a way that will make them able to tie into any future or existing developments and into the county trails system;
12. Planned locations and sizes of sanitary sewers, storm drains, stormwater detention and drainage pretreatment facilities, pumps, valves and the culinary water distribution system, if required;
13. Preliminary layout of all proposed development areas showing types and numbers and general locations of residential units, and size and type of proposed commercial developments, if any, together with associated access and parking areas;
14. Locations, areas and connectivity of any community and natural open space areas, public parks, trails, pedestrian ways and recreational facilities within or adjacent to the project area;
15. Vegetation conservation, landscaping and revegetation plans for the project area, if any;
16. A circulation plan and traffic impact analysis identifying the likely vehicular circulation into and out of the project area, internal circulation in the project, volumes and timing of vehicular traffic impacts to roadways connecting to and in the vicinity of the project, and proposals for mitigating those traffic impacts;
17. A narrative description of the plan of development for the project, including the schedule for installation of required public improvements and infrastructure, and phasing of development, if applicable;
18. A description of the methods proposed for the long-term preservation and maintenance of any community and natural open space and parks, trails and recreational facilities;
19. Any areas proposed for community and natural open space, including proposed trail corridors, parks, recreational features and other proposed development; and
20. Any parking areas for recreation and trail heads are shown. These areas may be calculated into the open space as developed open space.
21. For every land action as stated herein, a survey instrument is required. All surveys and survey instruments will be drafted by an Idaho licensed surveyor or engineer, and the surveyor or engineer will adhere to all established Idaho state standards for accuracy.

Sec 115-31 Preliminary Plat

1. *Contents.* The contents of the preliminary plat shall be in such a form and information provided as required by section 115-28; however, any additional maps, data or studies listed in section 115-32(a) may also be required by the administrator at this stage.
2. *Application.* The subdivider shall submit to the administrator at least the following:

1. A complete preliminary plat application requesting approval of the preliminary plat on a form prescribed by the commission.
2. Three copies of the preliminary plat of the proposed subdivision, drawn in accordance with the requirements specified on an approved preliminary plat application form and 1 copy of the plat in a digital form.
3. Three sets of preliminary engineering plans for streets, water, sewers, sidewalks, irrigation systems, stormwater drainage, and other required public improvements; said engineering plans shall contain sufficient information and detail to enable the commission to make a preliminary determination as to conformance of the proposed improvements to applicable regulations, ordinances, and standards as outlined in article V of this chapter, special developments.
4. Appropriate information that sufficiently details the proposed development within any special development areas including, but not limited to:
 1. Hillsides;
 2. Master planned community;
 3. Floodplains;
 4. Cemetery;
 5. Mobile home;
 6. Large-scale development; and
 7. Hazardous areas.
3. *Form.* The materials and information required to be submitted with the application for preliminary plat approval shall be as specified on the approved preliminary plat application form.
4. *Fee.* At the time of submission of a preliminary plat application, a fee, as set by the board of county commissioners, shall be paid by the subdivider.
5. *Administrative review.*
 1. After receiving the preliminary plat application, the administrator shall refer the preliminary plat and application to the county engineer and as many agencies as deemed necessary. Said agencies shall have 30 days from receipt of the preliminary plat and application to submit comments, questions or suggestions to the administrator and/or the planning and zoning commission. Such agencies may include, but are not limited to, the following:
 1. Other governing bodies having joint jurisdiction;
 2. Appropriate utilities companies, irrigation companies or district, drainage districts, water and/or sewer district, fire districts, soil conservation districts, road and bridge departments;
 3. The superintendent of the school district in which the proposed subdivision is located; and
 4. Other agencies having an interest in the proposed subdivision.
 2. Upon receipt of the preliminary plat application, and all other required data as provided herein, the administrator shall certify receipt of a complete application and shall affix the date of the application thereon.
 3. Following certification and the passage of the 30-day time period as set forth in subsection (e)(1) of this section, the administrator shall cause the preliminary plat application to be placed on the next open agenda of the commission meeting, and public notice given as provided in the Open Meeting Law, Idaho Code, §§ 67-2441—67-2347.
 4. The administrator shall notify all adjoining property owners and those owning property within 300 feet of proposed development by first class mail per the list of property owners' names and addresses that have been provided by the subdivider. The administrator shall also notify all concerned groups that are included within the notification file. Such written notification shall be mailed at least 10 days prior to the commission meeting.
 5. The failure of the administrator to comply with the exact provisions of these procedures shall not invalidate the commission's action, provided the spirit of the procedure is observed.
6. *Commission action.*
 1. At the meeting thus scheduled, the commission shall review the preliminary plat application and hear from all concerned persons and agencies along with the report from the administrator to arrive at a decision on the application.
 2. The commission may approve, conditionally approve, disapprove, or table the preliminary plat for additional information.
7. *Approval period.* Except as provided herein for phased subdivision projects, a subdivider must submit an application for final plat approval within 6 months of preliminary plat approval. The commission may extend the period for filing a final plat application on a showing of good cause for the extension by the subdivider. If the time limit is not met, the subdivider must begin again at the beginning and reapply with another application and pay the applicable fees.

8. *Appeal.* The subdivider or any person who appeared in person or writing before the commission may appeal, in writing, the decision of the commission relative to any action taken by the commission. Such appeal must be submitted to the board within 28 days from such commission action and the passage of the findings of fact by the board. See chapter 101, article VI, variances.

(Prior Code, title 10, § 3.3.5)

Section 101-2 - Definitions

Development, medium-scale means the following types and scales of development:

1. Single-Family residential projects of 9 to 29 buildable lots or dwellings
2. Multifamily residential projects of 9-29 dwellings
3. commercial projects of 9 to 29 buildable lots.

Interagency Coordination

Planning Staff reached out to other regulatory agencies to identify any concerns related to the proposed subdivision. The table below indicates the responses that were received.

East Idaho Public Health District 7	The applicant has been working with Chris Ellis at EIPH throughout the concept and early designs, and has established monitoring wells on the property to monitor the sub water levels.
Fire Department	The applicant has been working closely with Stan Crittenden at the Fire District in the concept and preliminary plat design. The design meets fire code standards, including two entrances into the subdivision. The applicant is also working with the Fire District, and will provide a community water system for fire suppression needs for future commercial structures to be built. The development is close enough to fire hydrant location on the south end of Rexburg to meet fire flow needs.
Madison County Road and Bridge	The applicant has worked with County Road and Bridge Directors Tyler Saurey in the design of the subdivision. Everything is in compliance with the County road standards as proposed. The applicant has provided a traffic impact study for the proposed development.
Reid Canal Company	The Applicant has been in contact with the Reid Canal Company regarding irrigation. As a commercial development, the subdivision will not be irrigating the properties. The canal/ditches run along the south property lines, and the applicant will maintain open access for maintenance of the canal/ditches. The applicant has provided proof of his correspondence with the Reid Canal Company in the application materials.

Proximity Map and Proposed Plat



PRELIMINARY PLAT APPLICATION

PURPOSE:

This application follows all items outlined in the Madison County Subdivision Ordinance. This ordinance has been adopted for the purpose of providing guidelines for subdivisions within the County, promoting public health, safety and general welfare. The regulations set forth in Chapter 115 are authorized by Idaho Code, Title 67, Ch. 65 (Idaho Code, § 67-6501 et seq.), and Idaho Code, title 50, Ch. 13 (Idaho Code, § 65-1301 et seq.).

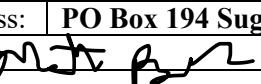
This application shall apply to the subdivision of all land within the unincorporated territory of the county, except all plats situated within an officially designated area of city impact as provided in Idaho Code, § 67-6526.

The board shall appoint the administrator to carry out the provisions as herein specified. The administrator shall receive and process all subdivision applications.

SUBMITTALS: In order for an application to be considered complete, all required attachments must be provided at time of submittal, including a filing fee of \$600.00. Once a completed application is provided, a 30-day review process will begin. The applicant will be notified of the date of the Public Meeting with the Planning and Zoning Commission once all the required reviews have taken place. Approved preliminary plats require applicant to continue with a final plat application. A separate application is needed for final plat approval.

[Madison County Code, Sec 115-31.](#)

APPLICANT CONTACT INFORMATION

OWNER:	
Name:	Forge Holdings LLC, Matt Bitter
Phone:	208-390-7833
Email:	matt@two70.com
Mailing Address:	PO Box 194 Sugar City Id 83448
Signature:	
	Date: 7/28/25

APPLICANT:	
Name:	Forge Holdings LLC, Matt Bitter
Phone:	208-390-7833
Email:	Matt@two70.com
Mailing Address:	
Signature:	
	Date:

SURVEYOR:	
Name:	Jeff Rowe
Phone:	208-516-6877
Email:	jefff@tetonviewsurveying.com

ENGINEER:	
Name:	Husk Crowther
Phone:	208-351-2824
Email:	Bcrowther@civilize.design

PRE-APPLICATION REQUIREMENTS

PRE-APPLICATION CONFERENCE

Before applying for preliminary plat, the developer shall schedule a pre-application conference meeting with the administrator, and any other departments or agencies requested by the administrator. The purpose of the pre-application conference is for the developer to obtain from the administrator information pertaining to county processes, standards, and other requirements affecting the land to be subdivided, and for the county to gain a general understanding of the proposal and offer preliminary reaction and suggestions to the developer. At the meeting, the developer shall present a preliminary sketch plan for the subdivision on a scaled map, showing the following information:

The location of the land proposed to be subdivided and all contiguous lands owned or controlled by the developer. The general layout of the proposed subdivision, including number and approximate location of proposed lots; existing roads and structures.

Date:		Time:	
AGENCIES IN ATTENDANCE:			
Planning and Zoning			
Signature:			
Notes:	Developer has been meeting with planning and zoning throughout concept development.		
District 7 Health Department			
Signature:			
Notes:	Developer has been working with Chris Ellis throughout concept development.		
Madison County Fire Department			
Signature:			
Notes:	Developer has been working with Stan Crittenden throughout concept development.		
Madison County Road and Bridge Department			
Signature:			
Notes:	Developer has been working with Tyler Saurey throughout concept development.		
Surface Water Irrigation Representative			
Signature:			
Notes:			

SUBDIVISION INFORMATION

Subdivision Name:	Patriot Plaza				
Parcel Number(s):	RP05N39E111802, RP05N39E123617		Total Number of Acres:	32	
Lots:	26	Blocks:	3	Acres of Common Space:	NA
Zone:	Commercial	Comprehensive Plan Designation:		Floodplain:	No
Will any site improvements require engineering?	Yes, Roads				
How will community areas, storm systems, roads, water, and fire be maintained?	I have been working with Stan Crittenden on fire suppression designs. 30,000 gallon tank will be located in the development to be used for fire suppression. Tank will be located on a private lot and maintained by owners association. Roads will be built to Madison County specifications and turned over to county to be				

	public roads. Water will be private wells, there will also be private septic systems, these will be maintained by lot owners.
Have adequate provisions been made for roads, water, sewer, and fire protection services so that the public's health, safety, and welfare will not be adversely affected?	Yes
Will a home owners association (HOA) be established? If yes, please attach a draft of the covenants, articles or corporation and bylaws.	Yes a owners association will be established to maintain fire suppression tank and a small entryway, these will require very minimal maintenance.
How will impacts to schools be mitigated?	This will aid local schools by increasing land values and employment/business opportunities for our local citizens and community.
Are there any hazardous areas? (E.g. unstable slopes, heavy metal deposits)?	No
Is the project compatible with surrounding land use?	Yes
Will the project negatively affect water and air quality or produce excess noise or light?	No. All businesses in the development will operate in accordance with Madison County Commercial Zone requirements and standards as outlined in the Madison County Code.

FLOODPLAIN

Are greenbelts or vegetative buffer strips provided adjacent to streams, wetlands, or drainage ways?	Yes, easement and access will be provided to irrigation ditch on the south boundary of the property.
If portions of the site are the 100 years flood plain, does the Plat meet FEMA requirements?	NA
Are there any streams, wetlands or drainage ways on the land?	There is an irrigation ditch on the south boundary of property. Adequate access and easements will be granted for irrigation company to maintain the ditch.

EMERGENCY SERVICES

Proposed form of fire protection:	In working with Stan Crittenden the current access to fire suppression water from surrounding sources is adequate for current development but we are planning to install a 30,000 gallon fire suppression water holding tank in the development to increase the available use and safety of the possible businesses in Patriot Plaza.
Do any lots access arterial roadways?	

FACILITIES

Proposed sewage system:	Private Septic
Proposed Water Supply:	Private Wells
Are proposed water and sewer systems adequate and possible to be utilized for this proposal?	Yes
Will the project meet fire protection requirements?	Yes

What type of storm water management systems will be provided?	Roads will be engineered and built to Madison County specifications including areas for storm water runoff and drainage along roads.
Will the project negatively affect community facilities or services?	No, Patriot Plaza will increase the available businesses, products and services to our citizens and community.

ROADS/TRAFFIC

Will roads be constructed to Madison County standards?	Yes
Will roads be paved?	Yes
Will roads be private or public?	Public
How will roads be maintained?	Madison County
Proposed names of new roads?	Patriot Way, Freedom Blvd, Liberty Lane
Have new road names been approved by GIS/Planning and Zoning?	No

REQUIRED ATTATCHMENTS

The preliminary plat application shall include and following all items and specifications required by Idaho Code, title 50, Ch.13 (Idaho Code, § 65-1301 et seq.) In addition, the preliminary plat application shall be accompanied by or include the following:

Page 1 to include:

Additional attachments may be required on a case by case basis.

Please provide one (1) printed copy on 11x17 paper.

Please send PDF copies to mvanslochteren@co.madison.id.us

PLACE REQUIRED ATTACHMENT BEHIND PROVIDED DIVIDER PAGE

PRELIMINARY PLAT

Page 1 to include:

Legal Description	County Treasurer
Owners Certificate	County Fire District
Acknowledgement & Public Notary	County Acceptance (Board Chair & PZ Admin)
Examining Surveyor Certificate	Recorder's Certificate
Health Department Certificate	Flood Zone Notice
County Assessor	Canal & Ditches
Public Utility Easements	Other Plat Notes as needed
Proof of Ownership	Vicinity Map

Page 2 to include

Subdivision Name	Plat Notes
------------------	------------

	Section, Township, Range		Narrative
	Legend		References

ENGINEERED DRAWINGS

- Preliminary construction drawings, including but not limited to the following:
 - Grading & drainage plan
 - Erosion and sediment control plan (during and post construction)
 - Stormwater and snowmelt runoff system drawings (Includes piped storm rain systems, channels, detention basins, and discharge facilities.)
 - Floodplain mitigation and protection drawings
 - Water system drawings (consists of plan and profile and detail drawings of the distribution system, and all well, well house, and booster station drawings.)
 - Fire suppression system drawings (Includes water supply, storage, and distribution hydrants, which may be part of the domestic water system, irrigation system or a stand-alone system.)
 - Irrigation system drawings (includes intake structures, pumping systems, distribution lines, services and discharge facilities, as applicable)
 - Wastewater system drawings (consists of plan and profile and detail drawings of the collection system, sewage lift stations, and community or cluster wastewater treatment systems)
 - Road and street facilities drawings (consists of the plan, profile of centerline of road, and if there is curb and gutter, the gutter flowline right and left [3 profiles] and cross sections).

REPORTS

- One (1) copy of applicable basis of design reports and master plan studies for stormwater and snowmelt management, floodplain determination, the water system, fire suppression system, irrigation system, wastewater system and any other specialized design.**
- Engineering construction cost** estimates for required improvements
- Proposed form of financial guarantee** for required improvements if recordation will take place before the improvements are constructed

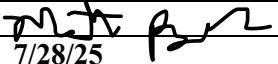
Fee Payment totaling: \$600.00

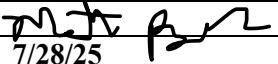
SUBMITTAL

I UNDERSTAND:

- ❖ This application is subject to acceptance and scheduling by the Madison County Planning and Zoning Department upon determination that this application is complete.
- ❖ The applicant is responsible for demonstrating that the proposal meets all Madison County Ordinances including the Subdivision Ordinance, Zoning Ordinance, and the Comprehensive Plan, as well as Idaho Code and other agency requirements.
- ❖ Fees are non-refundable.
- ❖ All information, attachments and exhibits are true to the best of my knowledge.

I agree that I have completed this application to the best of my ability and that nothing has been misrepresented in any way. I also agree to provide any and all information needed by the Madison County Planning and Zoning Department prior to the issuance of this permit.

OWNER:	
Printed Name:	Forge Holdings LLC
Signature:	
Date:	7/28/25

APPLICANT:	
Printed Name:	Forge Holdings LLC
Signature:	
Date:	7/28/25

OFFICE USE ONLY

Permit #:	Fee Total:	Date Fee Received:

--

AGENCIES NOTIFIED

[Madison County Unified Development Code Chapter 115, Section 115-31](#): After receiving the preliminary plat application, the administrator shall refer the preliminary plat and application to the county engineer and as many agencies as deemed necessary. Said agencies shall have 30 days from receipt of the preliminary plat and application to submit comments, questions or suggestions to the administrator and/or the planning and zoning commission. Such agencies may include, but are not limited to, the following:

<input type="checkbox"/> Madison County Road and Bridge Attn: Cindy Roberson 529 Airport Rd. Rexburg ID, 83440	<input type="checkbox"/> Idaho Fish and Game 4279 Commerce Cir. Idaho Falls, ID 83401
<input type="checkbox"/> Madison County Fire Attn: Stan Crittenden 26 N Center St. Rexburg ID, 83440	<input type="checkbox"/> Rexburg - Madison GIS P.O Box 280 Rexburg ID, 83440
<input type="checkbox"/> Madison County School District Attn: Superintendent Dr. Geoffrey Thomas 60 W Main St. Rexburg ID, 83440	<input type="checkbox"/> Rocky Mountain Power 170 W 2 nd N Rexburg ID, 83440
<input type="checkbox"/> Sugar - Salem School District Attn: Superintendent Chester Bradshaw 105 W Center St. Sugar City ID, 83448	<input type="checkbox"/> Fall River Electric 1150 N. 3400 E Ashton ID, 83420
<input type="checkbox"/> Idaho Department of Water Resources 900 N. Skyline Drive Suite A Idaho Falls, ID 83402	<input type="checkbox"/> Intermountain Gas 1527 Hollipark Dr. Idaho Falls ID, 83401
<input type="checkbox"/> Army Corp. of Engineers 900 N. Skyline Drive Idaho Falls, ID 83402	<input type="checkbox"/> Fremont-Madison Irrigation District 350 N 6 th W. St. Anthony ID, 83445
<input type="checkbox"/> Department of Environmental Quality Attn: Willy Teuscher 900 N. Skyline Drive Idaho Falls, ID 83402	<input type="checkbox"/> District VII Public Health Department Attn: John Mackin 314 N 3 rd E Rexburg ID, 83440
<input type="checkbox"/> Madison County Sheriff's Office 145 E Main Rexburg ID, 83440	Date Mailed: _____
	Signature: _____



Presented By:



Vision

Patriot Plaza is a thoughtfully designed commercial business park that will serve as a hub for economic growth in Madison County. The development will provide entrepreneurs, tradespeople, professionals, and service providers with an ideal space to launch, expand, and succeed with their businesses while providing more employment opportunities, products and services to our community members.

- This development will become a destination for high-quality businesses while enhancing our community's infrastructure and long-term prosperity.

Purpose

- Contribute to local job creation, provide more products and services to our community members and increase economic activity in Madison County and surrounding areas.
 - With the growth of our community and BYU-Idaho we have a higher demand for local employers and employment opportunities.
 - Our increasing population demands more products and services, oftentimes resulting in them going to other communities for those products and services. We need them provided here!
 - Increase tax revenues for Madison County by increasing land values, benefiting schools and increased services.
- Using land for highest and best use.
 - The property to be developed has shallow topsoil with gravel underneath and is not high producing agricultural land.
- Provide reasonably priced shovel-ready commercial lots for builders, investors, and businesses.
 - Currently in Madison County we have very few commercial lots available for businesses to build businesses, move to and grow. Those that are available are too expensive for small businesses.
 - Talking to local businesses and business owners has revealed that many are wanting to move to Madison County however, consistent comments have been that currently available commercial lots in Rexburg and surrounding area are too small, too expensive or not ideally located for their businesses to move to.
- Provide well-planned infrastructure that integrates with county standards and long-term growth goals.
 - The property is located within the Highway 20 corridor which the Madison County Comprehensive Plan Planning Committee has planned for future commercial development in the Comprehensive Plan. Patriot Plaza aligns with this vision.

- Attract diverse tenants, including office, retail, trades, light industrial, warehouse and professional services.
 - There have been business parks in surrounding areas that have appealed to many different businesses and have succeeded in moving businesses into those areas. Examples include the park along Hwy 20 in Jefferson County that has attracted many different types of small businesses. We need these kinds of businesses in Madison County!
 - The business park at Sugar City has attracted many different businesses but there are not any lots currently available.
- Build a community-centric business environment with high visual appeal.
 - Building standards and designs will be nice, professional looking buildings with professional looking facades and well thought out designs.

Location Benefits

- Strategically located just off Hwy 20 and Hwy 191
- Excellent access for local, regional, and commercial access between the south Rexburg and Thornton exits
- Proximity to BYU-Idaho, schools, residential developments, and services provided at south Rexburg exit
- Positioned to relieve pressure on limited commercial space in central Rexburg

Target Tenants

- Trades & contractors (electricians, HVAC, plumbing, etc.)
- Local retailers and professional offices
- Small warehouses and distributors
- Medical, dental, or wellness offices
- Light manufacturing or assembly
- Agriculture-related businesses
- Startups and remote-working professionals

Projects Advisors

We have proactively engaged with key people to ensure this development aligns with local and regional planning from day one in the development process.

- **Gary Armstrong, Planning & Zoning Administrator** – Provided feedback and direction on zoning, layout and design, Comprehensive Plan and county development goals.
 - Gary has been involved during the whole planning and design process. He has helped with all aspects of the development and has been continually consulted throughout the planning, re-zoning and design process to ensure compliance with Madison County Code, rules and regulations.
- **Stan Crittenden, Madison Fire Department** – Reviewed access, turnaround radius, and fire flow and suppression requirements.
 - In meeting with Stan it was determined that the current plan would work as is with the currently available, surrounding water resources from hydrants located by hotels by south Rexburg exit.
 - It was suggested that to increase the uses and safety of the future businesses, buildings and surrounding areas that a water storage tank could be installed. The developer is planning to install a 30,000 gallon underground water tank and has been working with a local business that specializes in underground water tanks. Stan has been and will continue to be consulted on the design and installation of the tank to ensure it meets Madison Fire Department and fire code specifications and utility.
 - Stan advised that fire suppression requirements for each individual building would depend on the design, size and intended use of the building. Builders and owners will work with Madison Fire Department throughout the design and building processes to ensure compliance with Madison Fire Department and national fire code, rules and regulations.
- **Chris Ellis, Eastern Idaho Public Health** – Groundwater monitoring and soil profile assessments for septic approval
 - Chris has been consulted throughout the planning and design process. Groundwater monitoring has been in place during the high ground water season and Chris will continue to be consulted on septic system designs and requirements.
- **Tyler Saurey, Madison County Road & Bridge Department** – County road specifications, turnaround radius and access
 - Tyler Saurey has been consulted throughout the design and planning stages of the development for road specification and property access.
 - Roads will be built to Madison County specs with 60 feet or right of way and 24 feet of paved asphalt. Roads will be turned over to Madison County once they have been approved and pass inspection.
 - Tyler will continue to be consulted throughout the road building process and inspections.

- **Husk Crowther, Civilize Engineering** – Project design, traffic study, road design
 - Husk has been consulted throughout the design of the project. He performed traffic study and will be designing the roads to Madison County specs.
- **Jeff Rowe, Teton View Surveying** – Surveying, project layout and design
 - Jeff has been consulted throughout the design, re-zoning and surveying of the property and project. He will be doing topographical testing of property to be used for road design and surveying of lots.
- **Idaho Department of Water Resources** – Adherence to Idaho State water policies
 - The Idaho Falls office of Department of Water Resources has been consulted to make sure property design for individual wells adheres to Idaho State laws, rules and regulations.
 - We confirmed with the Idaho Falls office of IDWR that the wells will adhere to Idaho State Senate Bill No.1083 and Section 42-111.1.a.ii as described in 42-111.1.b of the Administrators Memorandum released on June 25, 2025.
- **Rod Robinson, President Reid Canal** – Consulted about plan for property, irrigation ditch maintenance and access
 - The irrigation ditch on the property will be used, maintained and grant access to Reid Canal and water users according to Idaho State and Madison County laws, rules and regulations.

Visual Concepts and Design

Design standards will be professionally built buildings with professional looking facades and design elements. Included are examples of visual and design standards for Patriot Plaza.

Design will include:

- Well-marked, and maintained parking lots
- Simple, low water use landscaping for low-maintenance, upkeep and professional appearance
- Modern commercial buildings with flexibility for custom designs, professional facades
- Clear separation of traffic and parking areas
- Covenants to maintain professional design standards and compliance with Madison County code

Visual Examples:

- Entryway sign and flagpole (flag pole and flag will be larger than represented in example)



- Conceptual building designs



Community Impact

- **Job creation:** Space for small to midsize businesses. With increased population in Madison County, BYU-Idaho and surrounding areas we need more employment opportunities for our community members
- **Economic diversity:** Encourages growth across industries including agriculture services, retail, light manufacturing, trades, warehouses, professional and other businesses
- **Aesthetics:** Enhances county entry corridor from Hwy 20 with professional building designs and well maintained landscapes.
- **Tax revenue growth:** Significant long-term value for Madison County, schools, and services with increased land values
- **Support for local builders and contractors:** This project will give building opportunities for our local builders and contractors to install utilities and roads, build buildings and provide other services

Project Leadership

Matt Bitter – Developer

Founder of Bitter Land Development and Forge Holdings LLC, partner in Granite Peak Holdings LLC, partner and developer of Diamond Acres subdivision, real estate entrepreneur, and lifelong Southeastern Idaho resident.

Call to Action

We respectfully request the commission's approval to move Patriot Plaza forward into development. This project represents a strategic investment in Madison County's future—built by local people, for local businesses.

Let's build something great together.



Reid Canal/McCulloch Property conversation



◆ Summarize this email

 Matt Bitter <matt@two70.com>

to sharod7110@gmail.com ▾  Listen

Tue, Aug 5, 8:13 AM (2 days ago)



Good morning Rod!

Thanks for taking the time to talk with me yesterday about my project. I appreciate it!

Just to review our conversation: my plan is for commercial development on the old McCulloch Property for small businesses to be able to move into our community. My plan for the ditch is to use it to farm any ground that I can water while developing the property so that I can keep weeds under control and the property in good condition. Once the property is developed fully I will no longer need to use the ditch. When I get to the point that I am no longer using the ditch, my plan is to maintain the ditch so that the downstream users can have access to their water for as long as they need. We will also always allow for access to the ditch by the canal company for whatever they need to do. I have also been working with Jan to get new certificates issued and will be paying the water fees going forward.

If you have any question feel free to reach out anytime. Thanks again for your help!

Matt Bitter
208-390-7833

 Reply

 Forward

To: Rod Robinson

Speaker icon and Information icon

iMessage
Yesterday 9:21 AM

Good morning Rod! This is Matt Bitter. I sent over an email reviewing our conversation the other day and just wanted to make sure i sent to the right email, did you get that?

Yesterday 12:04 PM

Yes thank you looks great Hope all goes well with your project.

Thank you, I appreciate it! Would you mind responding to the email so I have a paper trail to turn into the county?

Read Yesterday

Today 9:51 AM

All looks well. We appreciate how Mr. Bitter is putting this together and his willingness to keep in mind the others on that ditch. Thank you

Thanks for your help Rod! Hope you have a great day!

Delivered

FINDINGS OF FACT

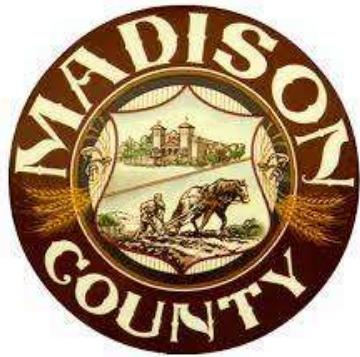
Conditional Use Permit-RV Repair Shop

Chase & Casey Russell

Documents Included

Staff Report

Findings of Fact



Madison County

Planning and Zoning

Application Summary and Staff Report

Application Type:	CONDITIONAL USE PERMIT
Applicant:	Chase & Casey Russell
Surveyor/Engineer:	N/A
Location:	2793 N 3000 W, Rexburg Hibbard Area
Date for Consideration:	August 13, 2025

Project Description:	<p>The applicant is applying for a Conditional Use Permit to operate an automobile (RV) service station. This is allowed by Conditional Use Permit in the Transitional Agriculture Zone.</p>
Staff Recommendation:	<p>Conditional Use Permits are JUDICIAL Permits, and are DISCRETIONARY decisions.</p> <p>Madison County Code allows an automobile service station to operate on lands with Transitional Agriculture Zoning, with a Conditional Use Permit. The applicants had worked at Iron Horse RV Service Center prior to its closing. Family offered to allow them to use this property as a temporary location for an RV service repair business until they can secure property in a commercial zone. The property has a Quonset that has been used for repair of farm equipment in the past, and it seemed to be a good facility for repairing RVs. The site also has ample parking for RVs in queue to be repaired.</p> <p>Prior to setting up the business, the applicants consulted with the City of Rexburg Planning Office to see if any permits would be required. The person they talked to said since it was in the County, there would be no permits required. So they went ahead and set up their business. County Planning Staff was made aware of the business and met the applicants on site to discuss the need for a Conditional Use Permit. The applicants were happy to apply, and demonstrated a desire to follow the County's Code. County Staff authorized them to operate temporarily until the application could go through the process.</p> <p>It should be noted that the location is about 1/3 mile north of Hibbard Elementary. Also along that road are other commercial uses that operate with CUPs or are "grandfathered" in. These include Taylor Excavation, Paradise Customs Auto Body Repair and Paint, Gunderson's Floors to Go, and Emalee's Venue. (See map to show locations).</p> <p>The Planning Administrator recommends approval of the CUP with the following conditions:</p> <ul style="list-style-type: none">- RVs to be repaired shall be parked towards the back of the property to the extent possible.- Hours of Operation be limited to 7:00 AM to 7:00 PM- Any RVs parked are only for repair, and not to serve as a dump for dilapidated RVs.- Any outdoor lighting be turned off by 10:00 PM, or on motion sensors- CUP is valid for 18 months, allowing the applicants to find a location in a commercial zone where they can move the business. If they have not secured another location in that time and wish to continue operation, they will need to re-apply for a CUP.

Possible Motions		
<p><u>Approval</u> I move to recommend APPROVAL of the application from Chase and Casey Russell for a Conditional Use Permit to operate an automobile (RV) service station as proposed in application materials received July 8, 2025, with conditions as outlined in the staff report:</p>	<p><u>Denial</u> I move to recommend DENIAL of the application from Chase and Casey Russell for a Conditional Use Permit to operate an automobile (RV) service station as proposed in application materials received July 8, 2025, for the following reasons:</p> <ol style="list-style-type: none"> 1. 2. 	<p><u>Tabled</u> I move to TABLE the application from Chase and Casey Russell for a Conditional Use Permit to operate an automobile (RV) service station as proposed in application materials received July 8, 2025, and request additional information from the applicant, including:</p> <ol style="list-style-type: none"> 1. 2.

Description/Definition of Current and Proposed Zoning – Madison County Code Section 101-137

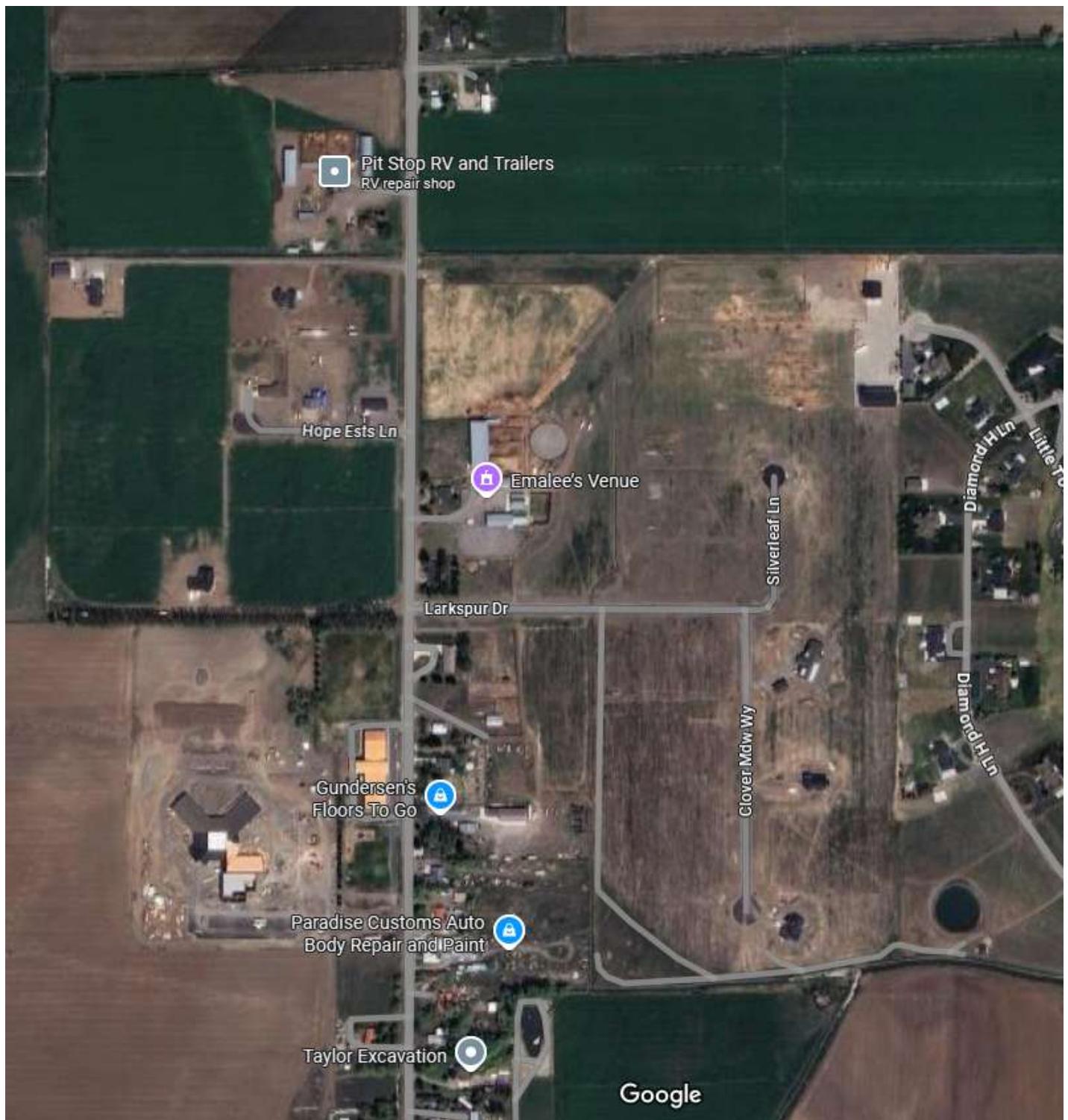
Sec 101-137 Standards Applicable To Conditional Uses

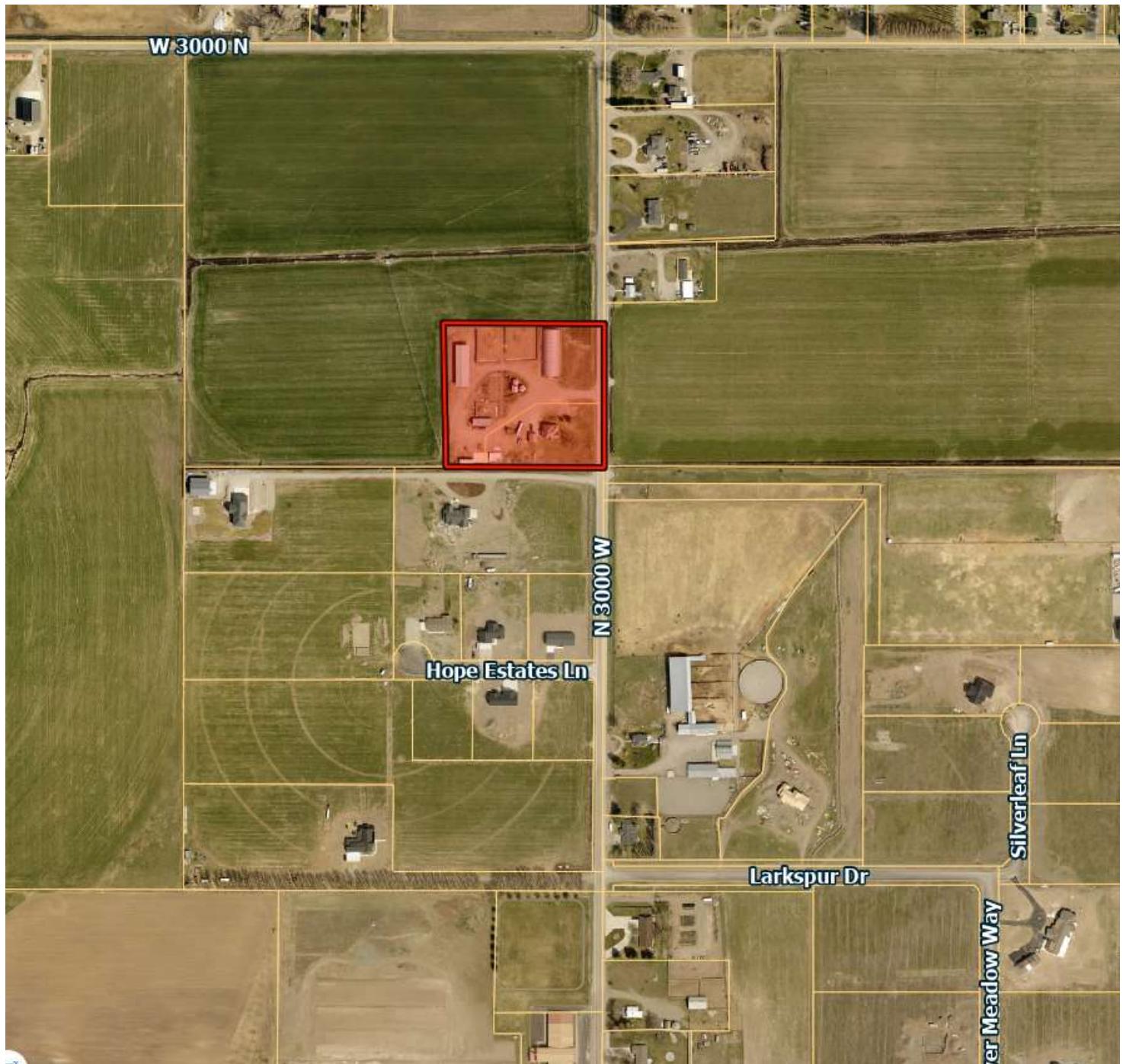
The commission shall review the particular facts and circumstances of each proposed conditional use in terms of the following standards and shall find adequate evidence showing that such use at the proposed location will:

1. *In fact, constitute a conditional use as established in this part for the zoning designation involved, in that it is not already defined as a permitted use;*
2. *Be harmonious with and in accordance with the general objectives or with any specific objective of the Comprehensive Plan and/or this part;*
3. *Be designed, constructed, operated and maintained to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will not change the essential character of the same area;*
4. *Not be hazardous or disturbing to existing or future neighboring allowed uses;*
5. *Be served adequately by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, refuse disposal, water, sewer and schools, or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately any such services;*
6. *Not create excessive additional requirements at public cost for public facilities or services, and will not be detrimental to the economic welfare of the community;*
7. *Not involve uses, activities, processes, materials, equipment or conditions of operation that will be detrimental to any persons, property or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors;*
8. *Have vehicular approaches to the property which shall be so designed as not to create an interference with traffic on surrounding public thoroughfares; and*
9. *Not result in the destruction, loss or damage of a natural, scenic or historic feature of major importance.*

(Prior Code, title 10, § 1.4.3; Ord. No. 384, § 1.4.3, 3-12-2012)

General Location Map







Staff Report prepared by Gary Armstrong, Planning Administrator

FINDINGS OF FACT, CONCLUSIONS AND RECOMMENDATIONS OF THE MADISON COUNTY PLANNING AND ZONING COMMISSION

*Re: Conditional Use Permit for Pit Stop RV & Trailer Repair Shop in a Transitional Agriculture Zone-
Chase & Casey Russell*

The Madison County Planning and Zoning Commission held a public hearing on Wednesday August 13, 2025 at 6:30 p.m. at the Commissioner's room in the Madison County Courthouse, Rexburg Idaho, to consider the request of Chase Russell for a conditional use permit for a RV & Trailer Repair shop in a Transitional Agriculture zone. The property is located at approximately 2793 N 3000 W, Rexburg. The properties are more particularly described in deed instrument numbers 455753 and 455752. The property is owned by Chase Russell and Bart and Cheri Rigby. The property consists of approximately 3 acres and is more particularly described in deed instrument numbers 455753 and 455752.

The following members of the Madison County Planning and Zoning Commission ("Commission") were present at the public hearing convened on Wednesday, August 13, 2025: Troy Thurgood, Arlene Anderson, Kelly Jenkins, Kort Black, Sharon Oakey, Eric Miller and Paul Weekes.

Planning and Zoning Administrator Gary Armstrong and P&Z Manager Janice Bennett were also in attendance. Janice Bennett acted as clerk for the meeting.

The meeting was recorded to allow for the preparation of a transcribable record. There was no media in attendance at the August 13, 2025 public meeting.

A transcript of the proceedings and testimony at this public hearing is attached hereto and incorporated herein. See the attached August 13, 2025 meeting minutes/testimony, incorporated herein by reference. A staff presentation was given by Administrator Armstrong regarding the conditional use permit request.

Time then was allowed for public comment.

Those in Favor: Troy Mortensen, Dan Hanna, Cesar Torres, Bart Rigby, Lane Hemming, Paul Russell, Camron Saurey, Beth Heinz, Kurt Papenfuss, Phil Docken, Corey Statham and Gary Forsgren

Those Neutral: None

Those Opposed: Layne & Angie Kilpatrick, Mark & De Ann Kilpatrick

Written Correspondence: : (OP) Layne & Angie Kilpatrick, Mark & De Ann Kilpatrick, (FAV) Austin Poole, Eric & Karen Thomas, Clint Huffman, Josh Gundersen, Clint Ball, Brian Rasmussen, Larry Rigby & Teresa Ward, Russell Luthey, Cole & Misty Odgen, Robert & Anissa Odgen, Lindsay Gundersen, Susan & Roy Gundersen, Rebecca & Kelly Nead, Lane Hemming, Joe & Erin Woodcock, Cynthia & Lynn Rigby, Lance & Emalee Wickham, Dennis Huffman, Rick Hill

Having given due consideration to the application, and evidence presented, the Planning and Zoning Commission hereby makes the following findings of fact:

FINDINGS OF FACT

1. A public hearing was held on August 13, 2025, to take the testimony on a requested conditional use permit.
2. Notice was published in the legal county newspaper, the Standard Journal, July 29, 2025, and August 5, 2025 as required. The published notice included an appropriate and accurate summary

of the issues to be heard. Copies of the notice were sent to all property owners/residents within 300 feet of the property line, as required on July 25, 2025.

3. At the beginning of the hearing, Commission Chair Thurgood asked if proper notice had been provided. Planning and Zoning Staff answered in the affirmative. No conflicts of interest were given by any members of the Commission.
4. The public hearing was scheduled at or after the hour of 6:30 p.m. on August 13, 2025. All was set out in the published notice as described above.
5. The meeting agenda was available prior to the meeting, and the public hearing followed the order of events listed on the agenda. The planning and zoning staff explained the subject of the public hearing. An opportunity was provided for the applicant and members of the public to present testimony, which was followed by members of the planning and zoning commission. Public testimony was closed after all present had been given an opportunity to submit an oral or written testimony. No time limits were placed on the testimonies given.

CONCLUSIONS AND RECOMMENDATIONS

1. Notice of the Public Hearing held to consider approval of the Conditional Use Permit was published and provided as is required by Idaho Code §§67-6509 and 67-6511.
2. The Public Hearing was held to consider approval of the proposed Conditional Use Permit and was conducted in accordance with the requirements of Idaho Code §§ 67-6509 and 6511 as well as Madison County Code Book, Unified Development Code, Part II, Article V, sections 101-135, Conditional Use Permit.
3. Madison County Code Book, Unified Development Code, Part II, Article V, section 101-137, Conditional Use Permit standards as follows:
 - A. Will, in fact, constitute a conditional use for the zoning designations involved, in that it is not already defined as a permitted use.
 - B. Will be harmonious with and in accordance with the general objectives or with any specific objective of the Comprehensive Plan and the Unified Development Code.
 - C. Will be designed, constructed, operated and maintained to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will not change the essential character of the same area.
 - D. Will not be hazardous or disturbing to existing or future neighboring allowed uses.
 - E. Will be served adequately by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, refuse disposal, water, sewer and schools, or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately any such services.
 - F. Will not create excessive additional requirements at public cost for public facilities or services, and will not be detrimental to the economic welfare of the community.
 - G. Will not involve uses, activities, processes, materials, equipment or

conditions of operation that will be detrimental to any persons, property or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors.

- H. Will have vehicular approaches to the property which shall be so designed as not to create an interference with traffic on surrounding public thoroughfares.
- I. Will not result in the destruction, loss or damage of a natural scenic or historical feature of major importance.

4. A transcribable record was made and kept of the Public Hearing held to consider approval of the Conditional Use Permit, in accordance with the requirements of Idaho Code §§ 67-6536.
5. The proposed Conditional Use Permit is an appropriate exercise of the planning and zoning responsibilities established by Idaho Code §§ 67-6501 *et. seq.*
6. Approval of the proposed Conditional Use Permit change is in the best interests of the people of Madison County, Idaho.
7. These Findings of Fact and Conclusions of Law are maintained and submitted in accordance with Idaho Code § 67-6509.

A motion was made by **Commission member Sharon Oakey** “*I move to recommend APPROVAL of the application from Chase and Casey Russell for a Conditional Use Permit to operate an automobile (RV) service station as proposed in application materials received July 8, 2025, with the following conditions:*

- *RVs to be repaired shall be parked towards the back of the property to the extent possible.*
- *Client Hours of Operation be limited to 7:00 AM to 8:00 PM*
- *Any RVs parked are only for repair, and not to serve as a dump for dilapidated RVs.*
- *Any new outdoor lighting associated with RV repair business be turned off by 10:00 PM, or on motion sensors*
- *CUP is valid for 24 months (approximately through September 2027), allowing the applicants to find a location in a commercial zone where they can move the business. If they have not secured another location in that time and wish to continue operation, they will need to re-apply for a CUP.*
- *CUP does not authorize applicants to establish a dealership for this location.”*

Commission member **Paul Weekes** votes to second the motion. Voting was unanimous. Motion Passed.

CONCLUSION

Based upon the foregoing Findings of Fact, Conclusions and recommendations, the planning and zoning procedures conducted throughout the County, the comments received at the public hearing held thereon, and the deliberation of the Planning and Zoning Commission, the Commission hereby **recommends approval** for the request for a Conditional Use Permit for a RV and Trailer Repair Shop in a Transitional Agriculture zone.

Dated this _____ day of _____, 2025.

Planning and Zoning Commission
Madison County, Idaho

Troy Thurgood
Commission Chair

Attest:

Gary Armstrong
Planning and Zoning Administrator

Adoption of Findings of Fact by the Madison County
Board of County Commissioners

Based upon the foregoing Findings of Fact, Conclusions and Recommendations of the Planning and Zoning Commission, and based upon the Madison County Board of County Commissioners (Board) review thereon, pursuant to Unified Development Code, Part II, Chapter 101, section 101-105 through 101-141 and Idaho State Code § 67-6509, 67-5511 *et seq.*, the Board hereby approves the Findings of Fact and Conclusion of Law presented by the Commission and approves the action based thereon.

2. The applicant's request for a conditional use permit for a recreational vehicle park is hereby **APPROVED**.
3. The applicant is hereby given notice that it has the right to request a regulatory taking analysis pursuant to Idaho Code § 67-8003.
4. The applicant may appeal, in writing, this decision of the Commission, as long as the appeal is submitted to the Board of County Commissioners within twenty-eight (28) days from such Commission action, per Part II, Unified Development Code, Chapter 101 General and Administrative Provisions, Article III, Appeals.

Dated this _____ day of _____, 2025.

BOARD OF COMMISSIONERS
MADISON COUNTY, IDAHO

Todd Smith, *Chairman*

Brent Mendenhall, *Commissioner*

Dustin Parkinson, *Commissioner*

ATTEST:

Kim H. Muir, *Clerk*

CLERK'S CERTIFICATE OF MAILING

I HEREBY CERTIFY that on this ____ day of _____, 2025. I mailed a true and correct copy of the foregoing documents to the parties named below, by the means and address below as follows:

Hand Delivery
 Email
 U.S. Mail

Others, if any, please see attached sheet.

/s/ Kim H. Muir
Clerk

Exhibit A

August 13, 2025, Hearing Meeting
Minutes

CONDITIONAL USE PERMIT – RV & TRAILER REPAIR SHOP, Chase & Casey Russell

Staff confirmed that proper notice had been given. No conflicts of interest were stated by the commission.

Staff Report - Gary Armstrong

Application Type: Condition Use Permit

Applicant: Casey & Chase Russell

Project Description: The applicant is applying for a Conditional Use Permit to operate an automobile (RV) service station. This is allowed by Conditional Use Permit in the Transitional Agriculture Zone.

Staff Recommendation: Conditional Use Permits are JUDICIAL Permits and are DISCRETIONARY decisions.

Madison County Code allows an automobile service station to operate on lands with Transitional Agriculture Zoning, with a Conditional Use Permit. The applicants had worked at Iron Horse RV Service Center prior to its closing. Family offered to allow them to use this property as a temporary location for an RV service repair business until they can secure property in a commercial zone. The property has a Quonset that has been used for repair of farm equipment in the past, and it seemed to be a good facility for repairing RVs. The site also has ample parking for RVs in queue to be repaired.

Prior to setting up the business, the applicants consulted with the City of Rexburg Planning Office to see if any permits would be required. The person they talked to said since it was in the County, there would be no permits required. So, they went ahead and set up their business. County Planning Staff were made aware of the business and met the applicants on site to discuss the need for a Conditional Use Permit. The applicants were happy to apply and demonstrated a desire to follow the County's Code. County Staff authorized them to operate temporarily until the application could go through the process.

It should be noted that the location is about 1/3 mile north of Hibbard Elementary. Also along that road are other commercial uses that operate with CUPs or are "grandfathered" in. These include Taylor Excavation, Paradise Customs Auto Body Repair and Paint, Gunderson's Floors to Go, and Emalee's Venue. (See map to show locations).

The Planning Administrator recommends approval of the CUP with the following conditions:

- RVs to be repaired shall be parked towards the back of the property to the extent possible.
- Hours of Operation be limited to 7:00 AM to 7:00 PM
- Any RVs parked are only for repair, and not to serve as a dump for dilapidated RVs.
- Any outdoor lighting be turned off by 10:00 PM, or on motion sensors
- CUP is valid for 18 months, allowing the applicants to find a location in a commercial zone where they can move the business. If they have not secured another location in that time and wish to continue operation, they will need to re-apply for a CUP.

Administrator Gary gave an extensive overview and answered group questions.

Applicant Presentation – Casey Russell is one of the two applicants (along with Chase Russell) requesting a conditional use permit to operate an RV repair business in Madison County. Here's a summary of Casey Russell from the meeting:

Background:

- Previously worked at Iron Horse RV, which closed down
- Saw a need for RV repair services in the area after Iron Horse's closure
- Started the business to serve customers who were disappointed they couldn't get service locally and had to travel to Idaho Falls

Business Operations:

- Co-owns "Pit Stop RV and Trailer Service and Repair" with Chase Russell
- Focus is on RV service and repair, not engine work or oil changes
- Handles repairs like axles, roof repairs, awnings, AC units, and electrical work
- Averages about 2 vehicles per day (248 customers over 182 days)
- Parts typically arrive next day, with 90% in stock or available quickly

Community Impact:

- Emphasizes the business teaches kids work skills and reduces behavioral risks
- Wants to provide local service so customers don't have to travel to Idaho Falls
- Views the business as temporary while saving money for a permanent commercial location
- Takes pride in keeping the property clean and being responsive to neighbor concerns

Waste Management:

- Contracts with Pacific Recycling for metal disposal (twice monthly)
- Uses Alsco for cleaning materials and rags
- Requires customers to dump and clean black/gray tanks before bringing RVs to the site
- Takes other waste to the weigh station

Casey presented himself as community-focused and committed to addressing neighbor concerns while building a needed local business.

Chase Russell:**Background & Experience:**

- Previously worked at Iron Horse RV before it closed
- He has 10 years of security background, working for Vivint Alarms
- Lives on the property where the business operates (his father-in-law Bart Rigby's land)

Business Details:

- Co-owns "Pit Stop RV and Trailer Service and Repair"
- Pulled customer data showing 248 customers over 182 days (1.36 cars per day average)
- Focuses on repair services, not engine work or dealership activities

Property & Security:

- Lives in a historic house (built by his wife's great-great grandfather) that he extensively remodeled
- Cannot sell the house due to family agreement - considers it a "family heirloom"
- Has comprehensive security system with audio/video surveillance and laser sensors
- Covers 99% of the property with security measures

Community Relations:

- Emphasizes being a good neighbor - has helped neighbors with various tasks like plowing driveways and providing security assistance
- Moved RVs away from the road when neighbors expressed concerns
- Built a privacy fence to prevent tractor headlights from disturbing neighbors
- Actively reached out to neighbors to address concerns and improve operations

Future Plans:

- Views current location as temporary while saving money for permanent commercial property
- Committed to maintaining clean, organized operations
- Expects business growth but plans to relocate to appropriate commercial zone

Chase presented himself as security-conscious, community-minded, and committed to being a responsible neighbor while operating a needed local business.

Public Comment –Lane Kilpatrick-Lives immediately south of the Russell property. Wrote a letter of opposition that was read by the commission. Expressed concerns about RVs being stored close to the shared ditch (190 feet from his front door) Asked about enforcement of conditions and who would monitor compliance. Questioned the 18-month time limit and potential for reapplication. Acknowledged Chase and Megan as "great neighbors" and stated he doesn't want the situation to be adversarial. Worried about setting precedent for future commercial development in the residential area. Concerned about property values and the visual impact of large RVs.

Mark Kilpatrick-Lives at 63 North 3000 West. He also wrote a letter of opposition. Emphasized that Chase and Casey are "fantastic neighbors" and expressed appreciation for their relationship. Has worked shoulder-to-shoulder with Chase burning ditches and maintaining the shared waterway. Concerned about RV placement not matching the original site plan - RVs are backed up against the ditch rather than 30 feet away as shown on maps. Is worried about ditch maintenance and water flow management. Cited research shows 5-20% property value reduction for properties adjacent to commercial businesses. Expects the business to grow beyond the current 1.6 cars per day.

Acknowledged the community need for RV services but prefers a different location. Grateful the applicants plan to move to commercial property within 18 months. Asked for continued cooperation and communication as the business operates. Both Kilpatrick's maintained they support Chase and Casey personally while opposing the business location due to concerns about property values, visual impact, and infrastructure management.

Troy Mortensen, Cesar Torres, Lane Hemming, Cameron Saurey, Kurt Papenfuss, Dan Hanna, Bart Rigby, Pam Russell, Beth Heinz, Phill Docken, Corey Stathem, Gary Forsgren, Joe Wilcox were present, and all were in support of the business. They all gave examples of the applicants' character and customer service as well as the need for a business like this in this area verses the drive to Idaho Falls.

IN FAVOR: Troy Mortensen, Dan Hanna, Cesar Torres, Bart Rigby, Lane Hemming, Paul Russell, Camron Saurey, Beth Heinz, Kurt Papenfuss, Phil Docken, Corey Statham and Gary Forsgren

NEUTRAL: NONE

OPPOSED: Layne and Mark Kilpatrick

WRITTEN: (OP) Layne & Angie Kilpatrick, Mark & De Ann Kilpatrick, (FAV) Austin Poole, Eric & Karen Thomas, Clint Huffman, Josh Gundersen, Clint Ball, Brian Rasmussen, Larry Rigby & Teresa Ward, Russell Luthey, Cole & Misty Odgen, Robert & Anissa Odgen, Lindsay Gundersen, Susan & Roy Gundersen, Rebecca & Kelly Nead, Lane Hemming, Joe & Erin Woodcock, Cynthia & Lynn Rigby, Lance & Emalee Wickham, Dennis Huffman, Rick Hill

PZC Discussion – Kort Black proposed changing the CUP validity from 18 months to 24 months, giving the applicants more time to establish their business and find a permanent location.

- **Sharon** asked about signage regulations - Gary Armstrong explained home-based businesses can have small on-site signs with specific dimensional limits and they are currently in compliance.
- **Paul Weekes** supported the 24-month extension, noting the business isn't busy in winter and comparing campers to farm equipment like combines.
- **Eric Miller** raised concerns about "to the extent possible" language for parking, suggesting it lacks enforcement teeth and proposing a defined spatial envelope instead.

Condition Refinements:

- Hours of operation clarified as "client hours" from 7 AM to 8 PM
- Outdoor lighting conditions apply only to new/additional lighting, not existing farmyard lights
- Motion sensors should be adjustable to prevent constant activation from wildlife.
- **Troy Thurgood** proposed adding a "no dealership" condition for clarity, though Gary noted this would require a different CUP anyway

Environmental Concerns:

- **Eric Miller** cautioned about proper disposal of solvents and greases due to proximity of wells and septic systems
- **Chase Russell** confirmed they use professional waste disposal services and don't have sinks on-site
- Noise levels discussed - determined to be minimal compared to typical farm operations

The discussion showed commissioners balancing neighbor concerns with support for the local business while ensuring proper regulatory oversight.

PZ Chair Troy closed the discussion and thanked the group, asking for a motion with the new conditions.

Motion - Sharon Oakey—“*I move to recommend APPROVAL of the application from Chase and Casey Russell for a Conditional Use Permit to operate an automobile (RV) service station as proposed in application materials received July 8, 2025, with the following conditions:*

- *RVs to be repaired shall be parked towards the back of the property to the extent possible.*
- *Client Hours of Operation be limited to 7:00 AM to 8:00 PM*

- *Any RVs parked are only for repair, and not to serve as a dump for dilapidated RVs.*
- *Any new outdoor lighting associated with RV repair business be turned off by 10:00 PM, or on motion sensors*
- *CUP is valid for 24 months (approximately through September 2027), allowing the applicants to find a location in a commercial zone where they can move the business. If they have not secured another location in that time and wish to continue operation, they will need to re-apply for a CUP*
- *CUP does not authorize applicants to establish a dealership for this location.”*

Paul Weekes - Seconded

Roll call vote was conducted. All present voted in favor. Motion Passed.