



Minutes

The Planning and Zoning Commission of the City of Bellevue, Idaho, met for a Regular Meeting, on Monday, October 6, 2025, at 5:30 p.m. in the Council Chambers of the City of Bellevue Offices, located at 115 E. Pine Street, Bellevue, ID 83313.

CALL TO ORDER

Chair Kurtz called the Meeting to order at 5:38 P.M.

ROLL CALL

John Kurtz, Planning and Zoning Chair - Present
Eric Grootveld, Commission Member – Present
Aaron Heugly, Commission Member - Present
Genoa Beiser, Commission Member – Present

Staff Present:

Brian Parker, Community Development Director
Carter Bullock, Planner

1. NOTICE OF AGENDA COMPLIANCE - ACTION ITEM

Motion: Commissioner Grootveld motioned that the notice for the October 6, 2025, Regular Meeting was completed in accordance with Idaho Code, Section §74-204, Commissioner Beiser seconded, all voted in favor, and the motion carried.

1. **CALL FOR CONFLICT:** (As outlined in Idaho Code §74-404)
2. **PUBLIC COMMENT:** For items of concern **NOT** on the Agenda.
3. **CONSENT AGENDA – ACTION ITEM**

a. Approval of Minutes

- i. September 02, 2025 Regular Meeting Minutes

Commissioner Beiser motioned to approve the consent agenda, Commissioner Grootveld seconded, all voted in favor, and the motion carried.

4. NEW BUSINESS – ACTION ITEM

a. DR-25-06 – Ellis Duplex: 600 N 6th St.

An application for Design Review Approval for a duplex proposed to be located at 600 N 6th Street, proposed to feature a reduced lot area (per each unit) and reduced side setbacks.

Mr. Bullock presented an overview of the Staff Report. Mr. Ellis noted that he had no comments but was available for discussion or questions regarding his application. Mr. Bullock noted that he would like the Commission to discuss the application's compliance with the design standards regarding accessory dwelling units and duplexes, and that the Commission discusses the application's compliance with the "affordable housing" provisions of Bellevue City Code. Chair Kurtz asked about the access plan, and Mr. Bullock answered. Commissioner Beiser asked about the colors proposed for the duplex. Mr. Ellis discussed the color palette proposed. The Commission discussed the changes in the building design relative to the previously approved adjacent properties. Commissioner Grootveld stated that he remembered the previous application and felt the changes were sufficient. Commissioner Beiser asked about the sales price and affordability of the units. Mr. Ellis stated that they intended to own the property and rent them through a property manager. He stated that the construction cost was

anticipated to be approximately \$450,000 for the unit, plus \$200,000 for the land. Commissioner Beiser asked about the term of the leases, and Mr. Ellis stated that a one (1) year lease is normal. Commissioner Beiser asked staff for options available for further restrictions to maintain affordability. Staff provided an overview of the requirements of code. Commissioner Grootveld stated support for naturally occurring affordable housing, which in his opinion, this was as it is a more modest form of housing than is generally being built at this point. Chair Kurtz asked about snow retention on the roof and potential issues relating to the side yard setbacks. The Commission discussed and felt comfortable with the proposal. Chair Kurtz asked about the possibility of adjusting the design of the duplex to avoid having to reduce the side yard setbacks. Commissioner Beiser noted a preference for less side yard setback in exchange for more usable back yard space. Commissioner Heugly asked about public and agency comment. Commissioner Grootveld requested a condition of approval be added requiring snow cleats on the roof. Mr. Ellis stated that he needed to check with his roofing subcontractor but was generally amenable to the requirement. The Commission discussed the "low-consumption" irrigation requirements. Mr. Ellis provided an overview of the landscape plan and noted that the use of sod is limited to the back yard. Commissioner Grootveld stated a preference for fencing the site to the back alley to limit the visible yard debris, junk, similar in the area between the alley and the fence. The rest of the Commission agreed. Commissioner Kurtz asked if the back yard would be shared. Mr. Ellis stated that a fence would be constructed between the units.

Commissioner Grootveld motioned to approve the subject application with a condition that snow retention devices be installed on the north side of the roof and directed staff to prepare Findings of Fact, Conclusions of Law, and Decision documents reflecting the decision based on the record provided. Commissioner Heugly seconded the motion, all voted in favor and the motion carried.

b. Commissioners' Terms Discussion

Mr. Parker and Mr. Bullock discussed the expiration of Commissioners terms and next steps with the Council, as well as advertising the vacancy of Commissioner Lindberg's seat.

5. NEXT MEETING

- a. Regular Meeting – October 20, 2025

6. ADJOURNMENT - ACTION ITEM

Motion: Commissioner Heugly voted to adjourn the meeting, Commissioner Grootveld seconded, all voted in favor, and the meeting was adjourned at 6:24 P.M.



John Kurtz, Planning & Zoning Chair

Planning Commission Secretary