

Tetonia Planning & Zoning Commission  
**Meeting Minutes**

7/7/2025

P&Z Commissioners present: Sharon Fox, Nancy Klingler, Brandon Wood, and Josh Weltman  
City Representatives: Ashley Koehler (via phone), Contract Planner, Jacque Beard, City Clerk, Bart Birch, City Attorney  
Public/Applicants: Nick Mestre (Refugio Engineering)

**Regular Meeting**

**Commissioner Fox called the meeting to order at 7:05pm**

**1. Approval of Meeting minutes of 6/2/25 & 6/5/25**

Commissioner Wood asked that the 6/2/25 minutes need to be reviewed with the audio to confirm the condition about the number of concerts allowed per week. It was his recollection that only two were permitted a week with an option in the future to have 3.

**Commissioner Wood made a motion to approve the minutes of 6/5/25. Commissioner Weltman 2nd. Motion approved.**

**[Commissioner Sharon Fox arrived at the meeting.]**

**2. Design Review- Seasonal Food Truck Court**

Ashley Koehler described the request for a Seasonal Food Truck Court. The report that was issued on 7/3/25 was updated today to include new conditions based on comments received over the holiday weekend and from Public Works. Koehler summarized the Design Review topics outlined in the Report.

Parking stalls are shown on the Site plan. The access drive needs to be defined and landscaping can help with this. Landscaping screening is required, but for seasonal uses, landscape planter boxes can be used to distinguish this and meet the landscape standard. Health standards were summarized including the need for the food trucks to report their water source, graywater discharge location and if a grease trap will be used. Complaints were received from the current food truck operators filling their water from the city park. A Bulk Water Permit is needed for this. 1 porta-pottie is proposed, but it is recommended that a 2nd one be available if there are more than 6 food trucks. Sign permits are also required if the vendors are proposing signs. A wooden privacy fence was installed along the west property line per the Conditional Use Permit that was issued for this property, however the city received a complaint about trash and debris blowing off this property. And the last issue is outdoor lighting. Currently, no lighting is being used, but per the Design Standards it is recommended that outdoor lighting be used if businesses are operating after 9PM. Koehler requested that P&Z discuss if this should be required, since some exceptions can be made for seasonal businesses.

The owner, Jon Barlow, stated that Food Truck operators have contacted them and they are starting. He has not had time to consider the new conditions that were added to the report today.

The applicant requested that the graywater standards meet the Eastern Idaho Public Health District requirements and rely on just those standards. The Food trucks will use graywater tanks and the hotel has a fill and dumping station.

Jacque Beard stated that in addition to the EIPHD requirements, City Code also has requirements for a grease trap.

Applicant stated that they will have railroad ties to use on the site to outline the parking area. They have a contractor lined up to bring these if this permit is approved.

Some vendors may be hot chocolate/coffee so they may operate in the winter during this 6 month window. The other vendors are ice cream, mexican food and his 10 yr old daughter wants to sell lemonade and slushies.

Discussion that the porta-pottie on site should be ADA accessible.

Applicant asked about the requirement of the 6 month limitation. It is their understanding that each vendor has 6 months.

Bart Birch, City Attorney, asked about the interpretation. Koehler read from the Code that this is a Seasonal Use and valid for 6 months. They can apply again to continue.

Commissioners commented that Condition #10 [*“After 6 months, the Food Trucks, signs, and site features shall be removed and the site restored.”*] could be revised because clean up is minimal. The dumpster could remain. The railroad ties may need to be moved during the winter for snow removal efforts. Bart Birch recommended that condition #10 be modified so that only the “un-utilized” site features be removed.

Applicants stated that they had understood that the Site Plan would be permanently approved. Koehler explained that this is a seasonal use.

Discussion on the storage units on the site that are proposed to be used for only owner operators of the Food trucks.

Nick Maestre (Refugio Engineering) recommended that the conditions be revised to simply state that they meet the specific requirements of the Health District. JacqueBeard re-iterated that they must also meet the Public Works standards of City Code requirements. She described how a joint grease trap equipment could be installed such as the example in Rexburg’s Food Truck Court.

***Commissioner Weltman made a motion to recommend approval of the Seasonal Food Truck Court as depicted on the Site Plan attached to the report with the following conditions, as amended:***

1. For each individual vendor, the water filling source needs to be reported since there is no city water supply to the site. If there is a need to use the City Water at the Park, then a Bulk Water Permit shall be applied for and paid for prior to a Business License being issued.
2. Gray water discharge location needs to be reported since there is no sewer service to the site.
3. Grease traps may be needed and requested by the Public Works Dept and/or the Health District at time of Business License and meet the Public Works Dept requirements.

4. 1 ADA porta-potty is required and at least a total of 2 porta-potties are required if more than 6 food trucks are present.
5. 1 hand washing station needs to be provided.
6. The Site Plan for the CUP shall be red-lined to show that the access and parking will be solely from the south for the Equipment Rental Yard.
7. The trash dumpster shown on the Site Plan shall be available for Food Trucks and customers.
8. If operating after 9PM, then temporary exterior lights shall be used to support pedestrian safety on the site.
9. Temporary landscape planters shall be used along the entire north property line to provide a buffer between the parking area and define the driveway.
10. The Food Trucks, signs, and site features that are not being utilized shall be removed and the site restored.

**Commissioner Fox 2nd the motion. Motion passed with all in favor.**

**Commissioner Weltman made a motion to adjourn the meeting. Commissioner Wood 2<sup>nd</sup> the motion. Meeting adjourned at 8:20pm.**