

**April 12, 2024**

**TO:** Three Forks Zoning and Planning Board

**FR:** Randy Carpenter  
Planning Consultant to the City of Three Forks

**RE:** Conditional Use Permit application

**Name of Applicant:** Kenneth Gibson and Barrett Snyder   **Hearing Date:** April 18, 2024

**Application Request:**

Mr. Gibson and Mr. Snyder requests a Conditional Use Permit to build a multi-family residential triplex within the Residential zoning district.

**Location:** Block 4, Lots 1 & 2, of Northwest Townsite (Plat D-26) commonly known as 623 E Neal Street

**Zoning:** Residential

**Background:**

The applicant is requesting a Conditional Use Permit to build a multi-family residential triplex in the Residential-R Zoning District. Multi-family dwellings are a conditional use in the R zoning district.

The two lots combined are 12,600 square feet in size. Multi-family dwellings require 3,500 square feet of lot size per dwelling unit (10,500 square feet for a triplex).

The applicant received a floodplain variance at the Three Forks Board of Adjustment's March 21, 2024, meeting. A variance was required in order to apply for this Conditional Use Permit. The variance was approved unanimously.

**Staff Report:**

Section 11-12-2 of the City of Three Forks Zoning Ordinance identifies the approval criteria to be used for Conditional Use Permits, as follows:

- A. The use conforms to the objectives of the Master Plan and the intent of this Title.  
Multi-family dwellings are conditionally permitted use within the R district.
- B. Such use will not adversely affect nearby properties or their occupants.  
Immediate nearby uses include the single-family homes to the north, south, east, and west, as well as the Headwaters Golf Course to the east. Adding dwelling units that conform to code would not be expected to adversely affect nearby properties.
- C. Such use meets density, coverage, yard, height, and all other regulations of the district in which it is to be located, unless otherwise provided for in this Title.  
The proposed three-family dwelling as submitted would meet all zoning regulations.

D. Public hearings have been held, after the required legal notice has been given and the public has been given a chance to be heard upon this matter.

Public hearings have been appropriately announced and scheduled for Thursday, April 18, 2024, at 7:00 PM with the Planning and Zoning Board. Public testimony and written comments will be taken and considered at each public hearing.

**Conclusion:**

The Planning & Zoning Board and the City Commission must consider whether the intent of the City of Three Forks Zoning Ordinance is being met when considering this application. Staff recommends approval of this application.