Memo

To: Tetonia P&Z Commission
From: Ashley Koehler, Contract Planner
Report Date: September 15, 2026
Meeting Date: September 15, 2026
Project Name: Work Session- Pinnacle Peak Development Update

The purpose of the work session is to discuss the City's review process, timeline and broad overview of a pending development concept known as Pinnacle Peak to now include a Baseball Resort Park. Because no formal application has been submitted, this session is purely informational.

The first step is for the Developer to submit a revised Annexation application to include the expanded area and proposed land uses and requested zoning. This application will also require an amendment to the City's Comprehensive Plan and Future Land Use Map. Under Idaho law, the Comprehensive Plan amendment must be evaluated first or concurrently with the Annexation request, as the requested zoning must align with the approved Comprehensive Plan.

This project is considered "quasi-judicial" which means that **P&Z Commissioners must remain neutral until a formal application is filed**, a public hearing noticed, and the entire project is presented before the Commission. Further, Commissioners must avoid any private, "ex parte" (off-the-record) conversations, emails, or site visits with the Developer or the public regarding this project.

Once the application is submitted, it will be reviewed by Staff and service providers for compliance with the City Code and infrastructure capabilities. A public hearing notice will be mailed and posted in the newspaper. Then the P&Z Commission will hold a public hearing where the Developer will present the full project details and the public will have the ability to provide comments. At that time, the P&Z Commission will review the merits of the project in accordance with the review criteria and compliance with the City's Comprehensive Plan and make a recommendation. After which, the recommendation will go to City Council for another public hearing and decision.

