

**JOINT PLANNING COMMISSION
CITY OF EMMETT / GEM COUNTY
SUMMARY MINUTES**

**February 23, 2009
Emmett City Hall
10:00 a.m.**

MEMBERS PRESENT: Debbie Rouwenhorst, Maria Salazar, Anita Hendrix, Rick Weekly and Troy Kochner.

MEMBERS ABSENT WITH PRIOR NOTICE: None

OTHERS PRESENT: Planning Director Brad Hawkins-Clark, City Clerk Marge Lawrence and County Commissioner Lan Smith (arrived at approx. 10:30 for 15 minutes of meeting)

PUBLIC PRESENT: None

1. **Call to Order:** Chairman Hendrix called the meeting to order at 10:00 a.m.
2. **Review of Agenda:** The Community Review Steering Committee Presentation was removed from the agenda due to a more detailed meeting tonight.
3. **Approval of Minutes of January 26, 2009:** Commissioner Weekly noted one incorrect word in Paragraph #4.A. Commissioner **Salazar** made a motion to approve the Minutes as corrected. It was seconded by Commissioner **Rouwenhorst**. Motion Carried.
4. **Old Business:**
 - a. **Un-adopted Chapters of the Comprehensive Plan:**

Each Commissioner discussed and reviewed their Comprehensive Plan Chapter assignments and the progress they have made to date. The need for someone to work on and spend time on the Transportation Chapter was discussed since that chapter was assigned to the now vacant County representative seat. Commissioner Kochner and Chairman Hendrix offered to work on it when their other chapter assignments are complete until a new County member is appointed to the Commission. Brad also offered to help once the Ordinance Amendments for the City and County are complete. Brad explained that he received notes from Bob Towery who was active in the Transportation Chapter and how helpful they will be. Chairman Hendrix's understanding is that the County Commissioners and City Council want the Planning Commission to complete the Comprehensive Plan chapters that haven't been updated yet and then go back through and revise and update the chapters that were adopted in 2007.

Lan Smith expressed his appreciation for the Commission and discussed how far the Comprehensive Plan has come and how far it still has to go. He stated that the Comprehensive Plan will constantly need to be reviewed and that is the main reason for the creation of the Planning Commission. Commissioner Weekly asked Lan about the county indigent policies and budget and discussion took place. Lan reminded the Commission that the Board of County Commissioners are at their disposal and they can call them anytime.

b. Draft of Comprehensive Plan Revision Process:

Commissioner Weekly prepared a draft for the revision process and is still concerned that there is no process in place outlining how to revise the chapters of the Comprehensive Plan. He explained that the tools he used to create this draft were his experience along with the existing Implementation Chapter and the newly created framework that the Commission adopted. He discussed the things he added including timeframes, Planning Commission and Zoning Commission, strategic plans, budgets, review process, taxes, communication with the community leaders, indigence, yearly reviews and looking at Cities in other States. The big pieces that are missing are the review and revision process.

The Commission discussed the economy, different timeframes for chapters, planning horizons, Sage Community Resources, quality assurance, data management, chapter drafts, Development Services Website, public involvement and expectations once a draft is complete.

The Commission decided that as they complete a chapter draft and/or part of their assigned chapter, they will submit it to Development Services Department so they can e-mail it out to the other members prior to the next scheduled meeting. Each member wants the opportunity to review the chapters before the meetings.

5. New Business: No new business.

6. Items from Planning Director:

Brad stated that the minutes from the previous Steering Committee for the Comprehensive Plan are available at the Development Services Office. The minutes reflect the two and half years of meetings and may help the Commission to see the thoughts, processes and decisions relating to the chapters they are working on.

Brad handed out a copy of the 1976 original Gem County Plan to the Commission.

7. Items from Planning Commission:

Chairman Hendrix stated that Shawn Charters will be at the next meeting to give an update on the Shadow Butte Industrial Park.

Commissioner Weekly brought up the idea that as they work on the draft chapters that it may be a good idea to let the City Council and County Commissioners see them also. He

also felt strongly that indigence needs to be addressed in one of the chapters and asked for it to be discussed at the next meeting.

8. **Upcoming Meetings:** Next meeting is March 16, 2009 at 10:00am
9. **Adjournment:** A motion to adjourn was made by Commissioner **Weekly** and seconded by Commissioner **Rouwenhorst**. **Motion carried.**

The meeting was adjourned at 11:23 a.m.

Chairman Anita Hendrix

Clerk Marge Lawrence