

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

**March 16, 2009
Development Services Office
10:00 a.m.**

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

MEMBERS ABSENT WITH PRIOR NOTICE: Anita Hendrix

OTHERS PRESENT: Planning Director Brad Hawkins-Clark, City Clerk Marge Lawrence and Economic Development Specialist Shawn Charters. (presentation only)

PUBLIC PRESENT: None

1. **Call to Order:** Acting Chairman Rouwenhorst called the meeting to order at 10:00 a.m.
2. **Review of Agenda:** The Industrial Park update was moved to the top of the agenda
3. **Approval of Minutes of February 23, 2009:** Commissioner Weekly made a **motion to approve** the Minutes. It was seconded by Commissioner Salazar. **Motion Carried.**
4. **Industrial Park Presentation:** Shawn Charters gave an update on happenings at the Shadow Butte Industrial Park. She explained the original infrastructure was built on donated county property with \$2,550,000 in grant money. The first phase has twenty two (22) lots. All but five (5) lots have been purchased. The County has decided against doing Phase 2 or Phase 3. Phase 2 will be sold as one parcel and the county will keep the Phase 3 property to re-locate the County Road and Bridge Department in the future. Shawn has been working to try and get a grant to build a rail spur, commercial drive and utilities to make the Phase 2 property more usable. Possible purchase of Phase 2 is currently in negotiation.
5. **Old Business:**
 - a. **Discussion of Implementation Chapter:** Commissioner Weekly prepared a Comprehensive Plan review and revision process which would be an appendix to Chapter 13 and was discussed at length with additions and changes. He also reviewed the main body of Chapter 13 with the Commission and will make the edits agreed upon at the meeting. It was decided that Comprehensive Plan Revision applications initiated outside the Planning Commission would be returned to the Development Services office, who will forward the application to the Chair. The application would then be added to the next meeting agenda with time available, and the applicant would then present his request. A Public Hearing before the Commission would then be scheduled within sixty

(60) days. A recommendation would then be made to the City Council and Board of Commissioners within sixty (60) days. A Public Hearing before the City Council and Board of Commissioners would then be set for a final decision. Changes will be made to Commissioner Weekly's revisions and presented at the April 20, 2009 meeting for approval.

6. **New Business:** Housing and Indigency were discussed briefly. The Commission has asked for a presentation giving further information on indigency to consider including that as a topic in the Comprehensive Plan.
7. **Items from Planning Director:** Brad stated that County Zoning Commission held a Public Hearing on amendments to the Zoning and Subdivision Ordinances. The decision was continued to the April meeting. He also noted a few bills currently being debated in the state legislature and gave the Association of Idaho Cities as a good resource for tracking pending bills.

8. **Items from Planning Commission:**

Commissioners reported on the progress of their assigned chapters.

9. **Upcoming Meetings:** Next meeting is April 20, 2009 at 10:00am (at City Hall)
9. **Adjournment:** A motion to adjourn was made by Commissioner **Salazar** and seconded by Commissioner **Kochner**. **Motion carried.**

The meeting was adjourned at 12:25 p.m.

Acting Chairman Debbie Rouwenhorst

Clerk Marge Lawrence