

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

**August 9, 2019  
Emmett City Hall  
8:30 A.M.**

**MEMBERS PRESENT:** Donald Stansberry, Burton Briggs, Debbie Rouwenhorst, Denise Sorenson, Maria Salazar and Jen Frieboes.

**MEMBERS ABSENT:** None.

**OTHERS PRESENT:** City of Emmett Zoning Administrator – Brian Sullivan, City of Emmett Planning Clerk – Anna Marie Young, Gem County Planning Director – Jennifer Kharri, Gem County Development Services Admin Assistant – Lisa Lombardo.

**PUBLIC PRESENT:** None.

1. **Call to Order:** Chairman **Rouwenhorst** called the meeting to order at 8:32 A.M.
2. **Roll Call:** Maria Salazar – present, Donald Stansberry – present, Denise Sorenson – present, Burton Briggs – present, Debbie Rouwenhorst – present and Jen Frieboes – present.
3. **Review of Agenda:** A motion to approve agenda as written was made by Commissioner **Stansberry**. The motion was seconded by Commissioner **Briggs**. Motion carried.
4. **Approval of Minutes** – May 24, 2019 - No action.
5. **New Business:** None.
6. **Unfinished Business:**
  - a. **Economic development** – Completed policy section. Chapter is completed and ready for final draft.
  - b. **Community Design** – Chapter is completed and ready for final draft.
  - c. **Education Chapter** – Commissioner Salazar reviewed revisions with commission. Planning Commission will resume with the critical thinking section.
7. **Items from the Public:** None.
8. **Items from City Zoning Administrator/County Planning Director:**
  - a. In the future, goals and timeframes will be set for each chapter assigned to assure an orderly schedule.
9. **Items from Planning Commission:**
  - a. Commission members will be assigned a chapter to revise.

- b. A Request for Proposal has been sent out for Impact fees and the Capital Improvement program for Gem County.
- c. A land use consultant may be considered at a later time.

**10. Upcoming Meetings:**

- a. **Next regular meeting** – August 23, 2019 at 8:30 A.M.

**11. Adjournment:** A motion to adjourn was made by Commissioner **Salazar**. The motion was seconded by Commissioner **Stansberry**. Motion carried.

**The meeting was adjourned at 10:43 A.M.**

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Chairman Debbie Rouwenhorst

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City Clerk