

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

**September 27, 2019  
Emmett City Hall  
8:30 A.M.**

**MEMBERS PRESENT:** Debbie Rouwenhorst, Donald Stansberry, Burton Briggs and Denise Sorenson.

**MEMBERS ABSENT:** Maria Salazar.

**OTHERS PRESENT:** Gem County Planning Director – Jennifer Kharrl, Planning & Building Assistant – Lisa Lombardo, City of Emmett Planning Clerk – Anna Marie Young and Executive Director of Western Alliance for Economic Development – Tina Wilson.

**PUBLIC PRESENT:** None.

1. **Call to Order:** Chairman **Rouwenhorst** called the meeting to order at 8:35 A.M.
2. **Roll Call:** Debbie Rouwenhorst – present, Donald Stansberry – present, Burton Briggs – present and Denise Sorenson – present.
3. **Review of Agenda:** A motion to approve agenda as written was made by Commissioner **Briggs**. The motion was seconded by Commissioner **Stansberry**. Motion carried.
4. **Approval of Minutes – August 23, 2019:** A motion to approve the minutes as written was made by Commissioner **Stansberry**. The motion was seconded by Commissioner **Briggs**. Motion carried.
5. **New Business:** None.
6. **Unfinished Business:**
  - a. **Economic Development** – Chapter is complete and ready for hearing.
  - b. **Community Design** – Postponed until next meeting.
  - c. **Education Chapter** – Commissioner **Salazar** was absent. Chapter will be postponed until next meeting.

**Tina Wilson:** Announced an upcoming meeting that will be held for Policy Makers within Gem County and Emmett. This meeting will help with funding for a future grant she is currently gathering information for.

7. **Items from the Public**
  - a. None.
8. **Items from City Zoning Administrator/County Planning Director:**

- a. City Planning Clerk gave an update on current applications in process for future development within the City.
- b. Planner **Kharri** gave an update on the status of the Request for Proposal.

**9. Items from Planning Commission:**

- a. Jen Frieboes has resigned from the Planning Commission.
- b. Begin to prepare Chapters 4, 5 and 11 for hearing date.

**10. Upcoming Meetings:**

- a. **Next regular meeting** – October 11, 2019 at 8:30 A.M.

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

**The meeting was adjourned at 9:28 A.M.**

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Chairman Debbie Rouwenhorst

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City Clerk