

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

**December 6, 2019  
Emmett City Hall  
8:30 A.M.**

**MEMBERS PRESENT:** Debbie Rouwenhorst, Burton Briggs and Maria Salazar.

**MEMBERS ABSENT:** Donald Stansberry and Denise Sorenson.

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

**PUBLIC PRESENT:** None.

1. **Call to Order:** Chairman **Rouwenhorst** called the meeting to order at 8:32 A.M.
2. **Roll Call:** Debbie Rouwenhorst – present, Burton Briggs – present and Maria Salazar – present.
3. **Review of Agenda:** A motion to approve the agenda was made by Commissioner **Salazar**. The motion was seconded by Commissioner **Briggs**. Motion carried.
4. **Approval of Minutes** – No minutes available.
5. **New Business:**
  - a. **Chapter 14 – Implementation:** Postpone to future meeting.
  - b. **Chapter 2 – Population and Growth:** Postpone to future meeting.
6. **Unfinished Business:**
  - a. **Chapter 3 – Housing:** Commissioner Rouwenhorst and Commissioner Briggs presented draft changes made to the chapter. Commission discussed changes that needed to be made and how updates to the appendix should be handled. Final draft will be presented at next meeting.
7. **Items from the Public:** None.
8. **Items from City Zoning Administrator/County Planning Director:**
  - a. Director **Kharri** updated the commission on the City of Eagle’s Comprehensive Plan Amendment.
9. **Items from Planning Commission:**
  - a. Commissioner **Rouwenhorst** updated the Commission that the Letter of Concern is finalized, signed by all members, and ready to be sent.

**10. Upcoming Meetings:**

- a. Next regular meeting** – December 20, 2019 at 8:30 A.M.

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

**The meeting was adjourned at 9:48 A.M.**

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Chairman Debbie Rouwenhorst

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City Clerk