

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

**November 22, 2019
Emmett City Hall
8:30 A.M.**

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

MEMBERS ABSENT: Denise Sorenson.

OTHERS PRESENT: Gem County Planning Director – Jennifer Kharrl, Gem County Planning and Building Assistant – Lisa Lombardo, City of Emmett Zoning Administrator – Brian Sullivan, 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 8:32 A.M.
2. **Roll Call:** Debbie Rouwenhorst – present, Donald Stansberry – 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 **Salazar**. Motion carried.
4. **Approval of Minutes** – October 25, 2019: A motion to approve minutes as written was made by Commissioner **Stansberry**. The motion was seconded by Commissioner **Salazar**. Motion carried.
Approval of Minutes – November 8, 2019: A motion to approve minutes as written was made by Commissioner **Salazar**. The motion was seconded by Commissioner **Stansberry**. Motion carried.
5. **New Business:**
 - a. **Chapter 14 – Implementation:** Postpone to a later meeting.
 - b. **Chapter 2 – Population:** Postpone to a later meeting.
 - c. **Chapter 3 – Housing:** Rough draft was reviews and edits were made. Final draft will be in progress.
6. **Unfinished Business:**
 - a. **Community Design** – Reviewed and made edits to the rough draft. A motion to approve Chapter 11 Community Design with noted changes was made by Commissioner **Salazar**. The motion was seconded by Commissioner **Stansberry**. Motion carried.
7. **Items from the Public:** None.

- 8. Items from City Zoning Administrator/County Planning Director:** None.
- 9. Items from Planning Commission:**
- a. Letter of Concern final draft will be emailed to commission for final review before being mailed.

10. Upcoming Meetings:

- a. **Next regular meeting** – December 6, 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 9:46 A.M.

Chairman Debbie Rouwenhorst

City Clerk