

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

**March 8, 2019
Courthouse Basement Conference Room
8:30 A.M.**

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

MEMBERS ABSENT: Denise Sorenson.

OTHERS PRESENT: Gem County Planning Director – Jennifer Kharl and City of Emmett Zoning Administrator – Brian Sullivan.

PUBLIC PRESENT: Krista Cole – Executive Director Gem County Chamber of Commerce, Tina Wilson – Executive Director of Western Alliance for Economic Development and Mary Leek – City of Emmett Administrative Assistant

1. **Call to Order:** Chairman **Rouwenhorst** called the meeting to order at 8:30 A.M.
2. **Roll Call:** Maria Salazar – present, Burton Briggs – present, Debbie Rouwenhorst – present, Donald Stansberry – 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** – January 25, 2019, February 8, 2019 and February 22, 2019.

A motion to approve January 25, 2019, February 8, 2019 and February 22, 2019 minutes was made by Commissioner **Salazar**. The motion was seconded by Commissioner **Stansberry**. Motion carried.

5. **New Business:**
 - a. Ben Mock has resigned from the Planning Commission.
 - b. Commissioner Stansberry is moving to the county from the city. He has been appointed to the County.
 - c. City position now open on commission.
6. **Unfinished Business:**
 - a. **Economic Development Chapter** – The Commission reviewed the suggested rough draft submitted by Krista Cole. Chairman Rouwenhorst explained the process of seeking out information away from the board. Tasked with as the commission, the job is to review and revise as necessary, mostly updating information. Commission will bring a copy of rough draft home, make notes and

discuss at next Joint Planning Commission meeting. Krista Cole was asked to email a copy of revisions to Planner Kharrl before next meeting.

- b. Community Design** – Commission went over all pages of Community Design. Reviewing format page by page, removing irrelevant information while improving verbatim and grammar. Commissioner Briggs reminded the Commission these steps are tedious but takes a preventive measure before submission to elected officials. Order and numbering of Community Design was discussed as a group. It was suggested, under housing, to compare other communities with Gem County. Residential housing will be discussed in future. Residential housing needs to gain more detail. Discussion of policies under Established Neighborhoods.
 - c. Land Use** – None.
 - d. Education Chapter** – Commissioner Salazar asked to postpone until next meeting.
- 7. Items from the Public:** None.
- 8. Items from City Zoning Administrator/County Planning Director:**
- a.** With Land Use review, Chairman Rouwenhorst will recuse herself and be unable to vote. Vice Chairman Salazar will act as Chair.
 - b.** Community Design will be reviewed first, followed by Economic Development.
 - c.** Land Use needs input from County Commissioners. Arranging for attendance at future meeting.
- 9. Items from Planning Commission:** None.
- 10. Upcoming Meetings:**
- a. Next regular meeting** – April 12, 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 10 A.M.

Vice Chairman Maria Salazar

City Clerk