

RATHDRUM PLANNING AND ZONING

PLANNING AND ZONING COMMISSION MEETING

MEETING MINUTES

Wednesday – August 17, 2016

6:00 PM

PRESENT: Commissioner Rickard, Commissioner Hanninen, Commissioner Havercroft, Commissioner Kellner and Commissioner Parker

STAFF: Planner Arnes, Attorney Cafferty and Office Asst. Davey

MINUTES: Motion to approve July 20, 2016 meeting minutes as they are presented made by Commissioner Rickard and seconded by Commissioner Hanninen

HEARING: Subdivision Ordinance text amendment regarding Chapter 2 of Title 12, Exemptions.

Planner Arnes read from the staff report: City staff has reviewed the exemption section of the Subdivision Ordinance and found an oversight on exemptions for taxing districts, governmental agencies as well as utilities regulated by the public utilities commission. Staff found similar language has been used in Post Falls and the City of Hayden, as well as Kootenai County and therefore has recommended amending the Subdivision Ordinance for ease of compliance by the public that is served by these rules.

Code Section 12-2-2 Addition:

E. Divisions resulting from the conveyance of a parcel of land to a taxing district, government agency, or utility regulated by the public utilities commission, providing the parcel will not be used for habitable structures such as offices or service centers. Divisions used for the purpose of housing emergency service responders such as fire stations, police stations or ambulance services are permitted.

Motion to close the public hearing made by Commissioner Parker and seconded by Commissioner Rickard.

Motion to accept the proposed change 12-2-2 E. and recommend to the city council was made by Commissioner Hanninen and seconded by Commissioner Rickard.

All in favor stating aye.

NEW BUSINESS: Presentation by Attorney Cafferty
Understanding your duties and responsibilities as Planning and Zoning Commissioners.

Discussion was done on the following points:

Types of hearings; Legislative and Quasi-Judicial explaining the difference and when each of them is used. Getting the information to make a decision, organize information, adoption of the hearing procedures, opening a public hearing, opponents speak, rebuttal by the applicant, written decision required, how to get to a decision, final decision, area of city impact (ACI area), annexations, conflict of interest prohibitions, site visit cautions, conditional use permits, standards and non-conforming uses.

ADJOURNMENT