

RATHDRUM PLANNING AND ZONING

PLANNING AND ZONING COMMISSION MEETING

MEETING MINUTES Wednesday – April 20, 2016 6:00 PM

PRESENT: Commissioner Havercroft, Commissioner Hanninen and Commissioner Parker

ABSENT: Commissioner Kellner, Commissioner Richard

STAFF: Planner Armes, City Attorney Cafferty and Office Asst. Davey

MINUTES: Motion to approve March 23, 2016 meeting minutes made by Commissioner Hanninen and seconded by Commissioner Havercroft

WORK SHOP – Review of the Subdivision Ordinance

Open discussion was done:

Planner Armes gave overview of the procedure of a subdivision application submittal since two of the commissioners are new to the process.

The pre-application meeting with the developers was discussed in detail with mentioning the attendees and their role and interest in the procedure; city staff, fire department, Park and Recreation Director and notification going out to the School District, Police Department and Panhandle Health.

The current ordinance does not have any language for a Development Agreement; Planner Armes went into detail with the importance of adding it and exactly what it entails and its purpose for construction. Final plat approval with conditions would be addressed in this document.

Commissioner Hanninen stated that it would be nice if “Open Space” could be addressed at this stage of the development process. (Comprehensive Plan)

Expiration of Notice needs to be clarified with some sort of time frame; 180 calendar days and the Administrator can extend the notice to proceed with development.

The Subdivision Plan section of the ordinance gives in detail what is required for submittal by the licensed engineer of the developer consisting of one or more maps.

The Preliminary Improvement Plan section of the ordinance could possibly be taken out since this is already addressed in the Preliminary Plat. The verbiage needs to be reviewed in future workshops.

Next meeting/workshop to start reviewing will be Minor Subdivision Review Process.

ADJOURNMENT