

RATHDRUM PLANNING AND ZONING

PLANNING AND ZONING COMMISSION MEETING

MEETING MINUTES

Wednesday – July 20, 2016

6:00 PM

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

ABSENT: Commissioner Kellner

STAFF: Planner Armes and Office Asst. Davey

MINUTES: Motion to approve June 15, 2016 meeting minutes made by Commissioner Rickard and seconded by Commissioner Hanninen

NEW BUSINESS: Review and approval of written motion regarding the Avista Zone Change.

Planner Armes shared with the commissioners a conversation with the City Attorney John Cafferty that they had discussed the process of subdivision ordinance, zone change procedures, annexations, etc. and that once these were approved by the city council that a reason of discussion or an order of discussion has previously not been done. There is a state law regarding public meeting stating any time the Planning and Zoning Commissioners gives a recommendation for approval to the city council, a written recommendation is to come back to the Planning and Zoning for their review. The reason being the written approval which reflexes the staff report given by the City Planner is reviewed by the PZ Commissioners for signature by the Chairman. This procedure is a double check for the final approval.

Motion to approve the written recommendation of the Avista zone change was done by Commissioner Rickard and seconded by Commissioner Parker
All in favor stating aye.

Next Meeting – August 17, 2016: Both Attorney Cafferty and Planner Armes will present the commissioners with training material for clarification and examples of motion

techniques and how to run a meeting. Also, description of the procedures of the city ordinances. What we should reference with making motions. Information needed to make a decision when approving or denying.

ADJOURNMENT