

**MINUTES OF A SPECIAL MEETING
OF THE FAIRFIELD PLANNING AND ZONING
COMMISSION - Fairfield, Idaho
August 27, 2015**

Recorded

COMMISSION MEMBERS IN ATTENDANCE: Ted Miller, Jasmine Torwan, and Kevin Dugan.

CITY STAFF IN ATTENDANCE: Megan Stelma

OTHERS IN ATTENDANCE: None

- I. **CALL TO ORDER:** Chairman Miller called the meeting to order at 7:14 p.m.
- II. **ROLL CALL:** Roll call was taken by administrator.
- III. **APPROVAL OF AGENDA:** Chairman miller made motion to approve agenda. Second by Commissioner Torwan. All in favor 3-0 (Commissioner Thomas absent).
- IV. **MEETING MINTUES:** Commissioner Torwan made motion to approve July 30, 2015 minutes. Second by Chairman Miller. All in favor 3-0 (Commissioner Thomas absent).
- V. **PUBLIC BLIC WORKSHOP FOR AMENDMENTS TO SUBDIVISION ORDINANCE #165, ARTICLE 5 SPECIAL DEVELOPMENT SUBDIVISIONS:**
During the Planning & Zoning Commission public workshop staff presented the proposed changes to the Subdivision Ordinance Chapter 5 Special Development Subdivisions. There was no public in attendance and no written comment was received.

Section 2 Amend language to set standards for private streets. Private streets are to be review and approved by city staff and fire chief prior to public hearing. Private streets are to be maintained by an homeowners' association. If the owner would like the street to become public, they will need to upgrade the street to public street standards. The Commissioners reviewed the existing language on Open Space. The building official proposed to lower the gross area of open space for new development from 10% to 5%, however, the commission did not want to see the amount lowered. They all agreed that such open space is essential to the character of the city. A new subsection was added to reference outdoor lighting requirements. New subsections were proposed to be added for approval criteria, pre-application review, preliminary development plan and final development plan for planned unit developments. These sections are to outline the PUD criteria better and more efficiently. Staff explained that when a subdivider proposes a development, the language is there to keep everyone on task. To make sure that the whole development falls within the standards. The language also outlines the steps it takes to go through the public hearing process.

Section 3 Amend language to reference manufactured home subdivisions while deleting mobile home subdivisions.

Additional language added for setbacks from public streets, screening, and service buildings.

Section 4 Amend language referencing mobile home parks to include specific standards for such parks. Additional language added for setbacks from public streets, screening, and service buildings. Site requirements are proposed to be outlined. Additional language added to prohibit a mobile homes on individual lots outside parks and to include regulations for other mobile homes and manufactured units.

Section 5 Amend language to reference recreational vehicle parks while deleting language for travel trailers. Add regulations for space minimum, fire protection, water and garbage while outlining application requirements. Add language to clarify permitting and application process.

Section 8 Amend language to include building envelopes in a floodplain and means of flood proofing such buildings. Add criteria for commissioner findings and flood proofing plans.

Section 9 Add wetlands and intermittent streams to critical concern areas.

Section 10 Add new section to clarify applicant is responsible for noxious weed control, water conservation measures, and use of native plants. Any development within a wetlands area may require

federal review. Commissioner Dugan suggested adding specific criteria for conservation measures. Staff suggested that a "green building" code would work best and would give the developer an incentive to use such methods.

VI. MEETING SCHEDULE: Next meeting is scheduled for September 24, 2015.

VIII. ADJOURNMENT: Motion made by Commissioner Torwan to adjourn, seconded by Commissioner Dugan. All in favor 3-0 (Commissioner Thomas absent).

CITY OF FAIRFIELD
Planning & Zoning Commission

Ted Miller, Chairman

ATTEST: _____
Megan Stelma, City Planning Administrator