

**MINUTES OF A SPECIAL MEETING
OF THE FAIRFIELD PLANNING AND ZONING
COMMISSION - Fairfield, Idaho
December 16, 2014**

Recorded

COMMISSION MEMBERS IN ATTENDANCE: Jasmine Torwan, Ted Miller, and Linda Thomas.

CITY STAFF IN ATTENDANCE: Megan Stelma

OTHERS IN ATTENDANCE: None

I. CALL TO ORDER: Chairman Torwan called the meeting to order at 7:08 p.m.

II. ROLL CALL: Roll call was taken by administrator.

III. APPROVAL OF AGENDA: Commissioner Miller made motion to approve agenda. Second by Commissioner Thomas. All in favor 3-0 (Commissioner Dugan absent).

IV. MEETING MINTUES: Commissioner Miller made motion to approve November 18, 2014 minutes. Second by Commissioner Thomas. All in favor 3-0 (Commissioner Dugan absent).

V. PUBLIC HEARING: SUBDIVISION TITLE AMENDMENTS

No new notice was required for the public hearing due to it being within 30 days of noticed public hearing held on November 18, 2014. Staff began the public hearing by reviewing changes made to draft ordinance #259 in regards to public comment.

1. Page 3 Public comment suggested added mailing cost to mail pre-application to departments and agencies for review.

2. Page 3 Commissioners added City Public Works director to review preliminary plat.

3. Page 4 Delete " staff, commissioners, and council: from Compilation of Recommendation. it could be read that individuals can go to site for review. However, such review is to be done in a notice public site visit.

4. Page 4 Delete "engineering" from preliminary plat of proposed subdivision. The engineering plans are noted for the master utility map.

5. Page 5 Move items to be part of the preliminary plat application and not on the plat itself.

6. Page 5 Change "north point" to "north arrow".

7. Page 9 including "application" to clarify the granting or denying of application not final plat.

8. Page 12 Provide State Code 55-1911 and delete engineer from certifying map, this is done by surveyor.

9. Page 15 Include State Code Title 50, Chapter 13 which references plats and vacations.

Written public comment was received from George Yerion on December 16, 2014. The Commission review 3.2 Subdivision Approval Required and decided to leave language to state "shall not be sold or offered for sale". Mr. Yerion stated concern that proposed scale was too small. Commissioners decided to keep same scale as original language which is 1"=100.

Commissioners recommended adding language suggested by Mr. Yerion to 3.4.D.4 "along with a copy of the filed Record of Survey of the real property complying with the current Laws and Rules pertaining to the Practice of the Profession of Land Surveying in the State of Idaho."

Commissioners deleted 3.6.H.5 as it is a state requirement under Idaho Code 50-1304(2)(g).

Commissioner Miller made motion to recommend discussed changes and amendments to City Council. Commissioner Thomas seconded. All in favor 3-0 (Commissioner Dugan absent).

VI. ADJOURNMENT: Motion made Commissioner Thomas, seconded by Commissioner Miller All in favor 3-0 (Commissioner Dugan absent).

CITY OF FAIRFIELD
Planning & Zoning Commission

Jasmine Torwan, Chairman

ATTEST: _____
Megan Stelma, City Planning Administrator