

**MINUTES OF A REGULAR MEETING
OF THE FAIRFIELD PLANNING AND ZONING
COMMISSION - Fairfield, Idaho
February 10, 2015**

Recorded

COMMISSION MEMBERS IN ATTENDANCE: Jasmine Torwan, Ted Miller, Linda Thomas, 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 7:04 p.m.
- II. ROLL CALL:** Roll call was taken by administrator.
- III. APPROVAL OF AGENDA:** Chairman Miller noted a correction under VI to change, "Commissioner Torwan is now Vice Chair by vote." Commissioner Torwan made motion to approve agenda. Second by Commissioner Thomas. All in favor 4-0.
- IV. MEETING MINTUES:** Commissioner Thomas made motion to approve December 16, 2014 minutes and January 13, 2015 minutes. Second by Commissioner Torwan. All in favor 4-0.
- V. TRAINING AND REVIEW:** Staff recommended not reviewing this meeting and to focus on the public workshop for subdivision title amendments.
- VI. PUBLIC WORKSHOP: SUBDIVISION TITLE AMENDMENTS:** Staff reviewed the following proposed amendments. No public in attendance. Commissioners could comment, but could not make decisions in a workshop.
- Section 1 amend language to reference Title and Chapter. Section 2 amend language to reference street dedications and include alleys. Section 3 amend language to reference street location and clarify definitions for street continuation and extension, frontage roads, cul-de-sac. Commissioners discussed deleting language "the curb line" from the definition for Cul-de-Sac for better clarification. Add language to include alleys in industrial subdivisions. Section 4 amend language to reference street specification and add language that such streets are to be platted and developed. Section 5 add language to clarify street names are to not duplicate a street name in Camas County. In section 6 Intersection, the Commission asked staff to have JL review Center Line Offsets and explain. Under section 7 Pedestrian Walkways the Commission noted that the language may need to be amended by deleting, "in the middle of long blocks". Section 8 add easement language to include setback from stream bank/waterway and snow storage when deemed necessary from the commission/council. Section 10 amend language to clarify lots are to conform to the zoning district, add language for lot lines and width related to length. Under Section 12 Public Sites and Open Spaces, the Commission discussed adding language to encourage parks or open space. Staff explained that parks could not be a mandatory requirement because the city currently does not have a parks plan in place. The Commission discussed adding language to state "undeveloped open space". Section 13 delete large scale development language to be included in Article 5 Special Development Subdivisions. Amend required public improvement standards by combining existing language in the streets, water supply system and sanitary system sections to clarify each standard. Add criteria for bridges, drainage improvements, and building numbers. Amend Guarantee of Completion section to add performance bond requirements of one hundred fifty percent of estimated cost of improvements. Amend Evidence of Completion section to be required prior final plat approval. Commissioner Dugan noted that under #15 Building Line Setback the language may need to change from "eavesdrop" to eaves drip line. Add off-site improvement language to ensure that such improvements are installed when necessary to provide required improvements or adequate infrastructure to proposed subdivision. Commissioners were comfortable with the language and decided to move forward with a public hearing in March.
- VII. ADJOURNMENT:** Motion made Commissioner Torwan, seconded by Commissioner Dugan to adjourn. All in favor 4-0.

CITY OF FAIRFIELD
Planning & Zoning Commission

Ted Miller, Chairman

ATTEST: _____
Megan Stelma, City Planning Administrator