

**CITY OF EMILY
MEETING MINUTES
PLANNING AND ZONING COMMISSION**

November 7, 2007, 7:00 PM

1. Call to Order
2. Roll Call

Commission: Bill Spiess, Bonnie Fairchild, Bob Swanson (chair), Art Patterson, Si Brannan, Bonnie Kile

Council: George Pepek (Mayor), Kent Rees

Staff: Ryan Leister

3. Public Hearings- None
4. Additions or Deletions to the Agenda- None
5. Open Forum

Jan Mossman states that she was an independent observer at the EAW Committee meetings. She informs the Commission that she has served on three planning commissions and has also previously been a member of a City Council. She states that she is familiar with the EAW process, and doesn't believe that this was a "top 10" EAW. She has concerns with some of the wording in the document, particularly the words slightly, unlikely, and minimal as they relate to environmental issues. She believes the public has many concerns that were not addressed in the process and that she believes that it wasn't conducted properly.

The commission thanks her for her comments and states that these concerns can be addressed in the public commenting period from November 19 to December 19.

6. Approval of Minutes
 - a. July 2007 Regular Minutes

Chairman Swanson asks staff if there is a reason why the minutes are not included

Leister states that the minutes were intentionally left out to ensure that the correct findings of fact and conditions are in the approved minutes

- b. October 2007 Regular Minutes

Motion by Commissioner Fairchild to approve October 2007 Regular Minutes, seconded by Commissioner Spiess, Passed Unanimously

7. Planning and Zoning Administrator's Report

Leister discusses the violation list and informs the council of the violations that have been resolved, and of further discussion and progress on other violations

Commissioner Fairchild asks about Miller violation and asks if a site visit will be conducted as discussed when the resolution was passed

Leister states that this can be done at any time; we will contact Mr. Miller and see where we are at with this

Chairman Swanson states that he has been to the site and it doesn't appear that anything has been started

Chairman Swanson asks about CUP inspections and asks staff if they can try to take care of some of these still this year

Leister confirms that we can try to schedule some inspections

8. New Business

a. Northern Lights Over Roosevelt Lake EAW

Leister explains that the EAW was assembled by the EAW committee. He states that the committee has completed its work and at the final meeting the committee unanimously approved the following motion

"Motion that the answers for the Environmental Assessment Worksheet for Northern Lights over Roosevelt Lake have been completed to the best of our ability and are ready for public comment and agency review."

Leister states that we are asking the Commission for any comments or corrections or errors that they found in the document, specifically spelling, grammar, or incorrect numbers

Leister states that this document will be submitted to the Environmental Review Board and other agencies for comment and review. He also states that this document will be published from November 19 to December 19 for public comment and review

Leister turns the item over to the commission for review and comments so it can be published

Chairman Swanson states that we should get this out tomorrow for publishing and public comment and review, encourages the public to send any comments and concerns to the city, he states that the city will do the same

Chairman Swanson discusses date for the meeting in January, he says this date will not work for him

This meeting will be held for voting on the EAW, this is a public meeting, at this meeting a declaration would be forwarded on to the city council

A vote of a positive or negative declaration will need to be made for this EAW

Discussion on meeting, if Commissioner Swanson can not be there, could Commissioner Fairchild be the Chair?

Discussion ensued on an alternate time or date that may need to be arranged for the meeting

Leister states that a 10 day notice is needed for a public hearing

Chairman Swanson asks what action needs to be taken to get this published

Leister states that no motion is needed

Dave Johnson asks about making statement and changes regarding EAW, he wants to be on record saying this is not correct

Commissioner Fairchild and rest of Commission clarify what can be corrected in EAW, only spelling, numbers, grammar, ect.

Dave Johnson asks if the hearing will be open to the public in January, and what happens at the next meeting

The Commission states that it will be a public meeting and open to the public, however the public comment period is open from November 19 to December 19, and that all concerns and comments will be taken at that time. A positive or negative declaration for an EIS will be made at that time according to what comes of the public comment period.

8. New Business

Chairman Swanson would like to add items for next months agenda

1. Review of accessory structures amendment and what zones that this actually applies to
2. Extractive use review
3. Review alternative shoreline standards
4. Review utility overlay zone

Commissioner Patterson asks about where comments go to when comments are made on the EAW, or do they get sent to the EQB

Chairman Swanson states the city will make these available for public review, and staff will address the comments, all comments are to be sent to the city

Adjournment

7:22 p.m.

Respectfully Submitted,

Ryan Leister, City Planner