

**SANDPOINT PLANNING COMMISSION MEETING  
5:30 P.M. CITY HALL COUNCIL CHAMBERS  
MINUTES OF JANUARY 15, 2019**

**COMMISSION MEMBERS PRESENT:** Tom Riggs, Danny Strauss, Cate Huisman, Slate Kamp, Jason Meyer

**COMMISSION MEMBERS ABSENT:** Gregory Crettol

**STAFF MEMBERS PRESENT:** Planning & Community Economic Director Aaron Qualls, Planner Ryan Shea (minutes), City Engineer Dan Tadic, Infrastructure and Development Services Manager Amanda Wilson

Chairman Riggs called the meeting to order at 5:30 p.m.

**Matters from the Public:** None.

**Approval of the Consent:**

Huisman suggested making a change to the November 6 minutes on page 4: change the last sentence on page 4 to read “exemption that states *that*” in order to clarify that sentence.

Kamp made a motion to approve the minutes with Commissioner Huisman’s modification, seconded by Huisman. **Motion passes unanimously.**

**Agenda Item B: Election of Officers**

Qualls said that each January the Commission elect its chair and vice chair. Huisman said that after the last comprehensive plan update the Commission spent significant amounts of time updating City Code. Huisman asked if a comprehensive plan was upcoming. Qualls said that this could happen if the City Council prioritizes it. Qualls said that the Commission should anticipate code rewrites as part of the update/s. Huisman said that she feels that Riggs has done a good job guiding the Commission through code updates. Huisman nominated Riggs for Chair of the Planning Commission, **the Commission voted for Riggs unanimously.** Huisman states that she would be travelling and it might be a good idea for someone else to take the role of Vice Chair. Huisman nominates Strauss as Vice Chair of the Planning Commission, **the Commission voted for Strauss unanimously.**

**Agenda Item C: Presentation – Planning Commission Overview**

Qualls gave a presentation on Planning Commission basics and provided the Commission a list of educational references. The following topics were covered:

- What is the Planning Commission?
- Why have one?
- How does it relate to the Planning Department?
- What do you do?

**MATTERS FROM STAFF:** Qualls said that he anticipates two monthly meetings heading into the spring if the Council asks the Commission to work on code refinements. Staff explained that there are a number of potential plans on the horizon such as a Parks Master Plan, Transportation Plan, Water Master Plan, and Stormwater Management Plan. Staff also explained that 1<sup>st</sup> Avenue will also be reconstructed starting after Labor Day. Riggs asked if there was an update on the University of Idaho property. Staff explained that the university is currently looking to divest of the property and future development will be guided by the Comprehensive Plan designations, zoning, and subdivision standards.

**ADJOURNMENT:** The meeting adjourned at 7:03 p.m.