

CITY OF PRESTON PLANNING AND ZONING MEETING

March 14, 2018

ROLL CALL Roll Call showed the following Board members present: Chairman Linda Hansen, Commissioner Penny Wright, Commissioner Charles Chesney, Commissioner Brock Alder, Commissioner Scott Palmer

Staff present: Wendy Merrill, Mark Owens

Others: Berni Winn

Meeting was called to order at 6:00 p.m. by Chairman Linda Hansen

REVIEW AND APPROVAL OF PLANNING & ZONING MINUTES 02/28/18 It was moved by Commissioner Penny Wright and seconded by Commissioner Charles Chesney to approve the minutes of February 28, 2018. The motion received unanimous approval.

REVIEW & RECOMMENDATION TO AMENDMENT OF CHAPTER 16 PRESTON MUNICIPAL CODE **AN ORDINANCE OF THE CITY OF PRESTON, IDAHO, AMENDING THE SUBDIVISION ORDINANCE OF THE PRESTON MUNICIPAL CODE AS FOLLOWS:**
16.08.150 – ENGINEERING PLANS, AMEND DEFINITION TO INCLUDE DIGITAL FILES; 16.16.010 – APPLICATION, ADD PLAT DIMENSIONS AND ALLOW FOR COPIES IN ELECTRONIC FORMAT SPECIFIED BY CITY; 16.16.070 - REVIEWING FEE, DELETE FEE SCHEDULE AND SPECIFY FEES TO BE ESTABLISHED BY RESOLUTION; 16.16.110 – AGENCY REVIEW, AMEND TITLE AND ADD PROCESS FOR NOTICE TO ADJOINING OWNERS; 16.20.020 – METHOD AND MEDIUM OF PRESENTATION, CLARIFY PLATS TO BE PREPARED ACCORDING TO TITLE 50, CHAPTER 13, IDAHO CODE, AND ALLOW FOR COPIES IN ELECTRONIC FORMAT SPECIFIED BY CITY; 16.20.060 – DEDICATION AND ACKNOWLEDGEMENT, ADD OPTION FOR MINOR SUBDIVISIONS TO SATISFY SECONDARY WATER BY HOA OR AGREEMENT; 16.20.070 – CERTIFICATIONS, DELETE COMMISSION REVIEW FOR FINAL PLATS; 16.20.090 – ACCEPTANCE OF FINAL PLAT, PROVIDE FOR STAFF REVIEW FOR COMPLIANCE WITH PRELIMINARY PLAT BEFORE PLACING FINAL PLAT ON COUNCIL AGENDA; 16.20.100 – AGENCY REVIEW, AMEND TITLE AND ALLOW FOR ADDITIONAL NOTICE AS CITY DEEMS NECESSARY; 16.20.110 – CITY COUNCIL ACTION, CLARIFY WHEN COUNCIL WILL REVIEW FINAL PLAT AND DELETE REFERENCE TO COMMISSION; 16.28.010 – GENERALLY, PARAGRAPH H, SPECIFY WATER AND SEWER CONNECTION FEES BE PAID ACCORDING TO TITLE 13 OF CITY CODE; 16.28.020 – REQUIRED IMPROVEMENTS, CLARIFY MINOR SUBDIVISIONS ARE SUBJECT TO SECONDARY WATER REQUIREMENTS; 16.34.200 – CONTENTS OF APPLICATION OF FINAL DEVELOPMENT PLAN, PARAGRAPH K, SPECIFY ALL FEES BE PAID BEFORE BUILDING PERMIT IS ISSUED. ALLOWING PUBLICATION BY SUMMARY; DISPENSING WITH READING ON THREE SEPARATE DAYS AND ESTABLISHING AN EFFECTIVE DATE.

City Engineer Mark Owens reviewed the following changes to the Subdivision Ordinance:

16.16.070 – Reviewing fee: to state that the subdivider shall, at the time of submitting a preliminary plat, pay to the city clerk a reviewing fee as established by resolution of the council.

16.16.110 – title to be amended from Agency Review to Procedures: to read that in addition to the city providing written notice to the owners of property adjacent to the property proposed for development, the notice shall provide the adjacent property owners a plan of the subdivision, general information concerning the proposal, and the time frame for submitting written comments. The Board unanimously requested eliminating the submission of written comments.

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16.20.060(D) – Dedication and acknowledgement: to read as follows; Homeowner’s association is established and controls the secondary water, or in the case of a minor subdivision, either a homeowner’s association or an agreement acceptable to the city for the use of secondary water is established, as determined by the city.

16.20.070 – Certifications: which would delete Commission review of final plats and minor subdivisions.

16.20.090 – Acceptance of final plat: to add that City staff shall review the final plat for substantial compliance with the approved or conditionally approved preliminary plat. If there is a substantial difference in the final plat than that which was approved as a preliminary plat or conditions that have not been met, a new preliminary plat may be required. When staff review of the final plat application is completed and all requirements are satisfied the city shall place the request for plat approval on the next available council agenda.

16.28.020 – Required improvements: to state that the developer of a minor subdivision may voluntarily propose alternative means to satisfy the secondary water requirement through contribution of water rights or water shares, funds, or a combination thereof as may be agreeable to the city, subject to a written agreement.

City Engineer Mark Owens also proposed lessening the signatures required on final plats to those of the Health Department, County Treasurer, Surveyor, and necessary City Officials.

After Board discussion, it was moved by Commissioner Steve Call and seconded by Commissioner Charles Chesney to have City Clerk Linda Acock set a public hearing for approval of the ordinance amending Chapter 16 of the Preston Municipal Code, with the condition that the submission of written comments be removed from Section 16.16.110. The motion received unanimous approval.

ADJOURN

Meeting was adjourned at 6:19 P.M. by Chairman Linda Hansen.

Linda Hansen, Chairman

Linda Acock, Clerk