

CITY OF NEW MEADOWS  
PLANNING & ZONING COMMISSION MEETING  
MONDAY, AUGUST 5, 2013  
CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS

***Agenda Item 1) Roll Call:***

Commissioner Jack Hellbusch called the meeting to order to order at 7:05pm.

Commissioner Jack Hellbusch, Commissioner Brandy Padgett, and Commissioner Debbie Stuart were present. Chair Person Marsha Shriver was delayed, but did join the meeting at approximately 7:25p. City Clerk/Treasurer Mac Qualls and City Office Assistant Jessi Martin were also present. Public in attendance were: Bill Brown, Donna Brown, Kurt Barnett, Wes Jeffs, Dixie Jeffs, Helen Myrick and Fred Erland with the Adams County Record.

***Agenda Item 2) Review & Approval of Previous Meeting Minutes July 1, 2013 Regular Meeting***

Commissioner Padgett pointed out that there was a misprint in the minutes and asked that it be corrected.

TABLED

***Agenda Item 3) Design Review Workshop: Browns Business North Norris Avenue***

The Commission reviewed a letter from the Idaho Department of Aeronautics and a letter sent to Mr. Brown from the City identifying some concerns of the Commission following the Public Hearing that was held on Monday, July 22, 2013. Commissioner Hellbusch asked that Mr. Brown reply to the concerns identified in the letter from the City.

Mr. Brown explained each item as follows:

- Proposed Hours/Days of Operation:
  - *8a-9p, six days/~~weed~~week* (approved with correction 10/7/2013)
- Waste Storage such as Tires, Scrap Metal, and Fluids:
  - *Tires and scrap metal to be stored behind a privacy chain link fence in a secured storage area, out of site. Fluids will be disposed of onsite with a waste oil burner and stored in reclaimed barrels that will also be kept in the secured storage area until transport to an appropriate disposal location.*
- How will waste be disposed:
  - *Waste will be transported to the Adams County Transfer Site.*
- Conceptual Drawings and Design of all buildings:
  - *The Commission was provided with building drawings.*
  - Commissioner Hellbusch asked that Mr. Brown provide a 3-d drawing of all sides of the proposed building.
- Elevations of each building site and each building side:
  - *Elevations were included on provided drawing. The peak of the building is 24 feet and side walls are 13 feet.*
- Engineer's Report of how the building will be brought up to New Meadows Code:
  - *The Engineer originally planned on adding a new support beam to the building to bring it to the snow load requirement in Adams County but after further review of the building is working on a plan to add two supports to the structure.*
- Photos of the building as it sat in Lewiston, specifically the color and metal.
  - *The Commission was provided with a photo of the front of the building in Lewiston.*
- Actual Approved Reclamation Plan indicating that once the reclamation work is complete that the property is ok to build upon by Department of Lands:
  - *The reclamation and leveling of the property must be completed and reviewed by the Department of Lands before this information is available.*

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- Plan identifying the underground utilities:
  - *A power pole is located in the center of the property and will either go underground or above ground to provide power to the building following a recommendation from Idaho Power.*
- Variance Application for 8' sidewalks if not going to build them:
  - *The Variance Application will be completed before the next Public Hearing date.*
- How will the Design of the building alleviate noise pollution for adjacent residential lots? – Design Review Section 21-7.2
  - *The building walls and ceiling will be sprayed with foam insulation. The plan also proposes 14 mini storage units be built in the north-west corner of the lot providing an additional noise barrier.*
  - Chair Person Shriver suggested that a fence be built along the alley from the corner of the proposed storage units south to Taylor.
- How will Storm Water Retention be handled? – Design Review Section 21-7.4
  - *The property will drain at the natural slope away from residential lots*
- Where is the Snow Storage Area? – Design Review Section 21-7.5
  - *Snow will be stored in the north-east corner of the property within the secured storage area.*
- How does the application meet the Site Design? – Design Review Sections 21-7.8 & 21-7.
  - *Submitted drawing identified parking areas that meet requirements referenced in 21-7.8 including landscaping and a split rail fence along Highway 95.*
  - The Commission suggested that parking along Taylor be parallel to comply with section 21-7.9.
- How does the application meet the Lighting Standards? Design Review Section 21-7.14
  - *Lighting is identified on submitted drawing.*
  - The Commission suggested that hooded lights be used to direct light onto the property away from Highway 95 and residential lots.
- How does the application meet the Landscaping Plan? Design review Section 21-7.15
  - *Landscaping is indicated in submitted drawing.*
  - Chair Person Shriver suggested that more live plants be added to the design.

***Agenda Item 4) Setting Public Hearing Date: Setting Public Hearing Date for Brown's Business North Norris Avenue***

Chair Person Shriver stated that she would be out of town between September 7, 2013 and September 23, 2013. Mr. Brown requested that the Public Hearing Date be set on a date prior to Chair Person Shriver leaving town. Clerk/Treasurer Qualls explained the notice requirements of a Public Hearing. The Commission agreed that contingent upon Mr. Brown completing more detailed drawings as well as the required Variance Application and submitting the information to City Hall prior to August 12, 2013. A Public Hearing will be scheduled for Tuesday, September 3, 2013 at 7pm.

***Agenda Item 5) Adjourn***

- Commissioner Hellbusch moved to adjourn the Planning & Zoning Meeting; Commissioner Padgett seconded the motion. Voice vote indicated no opposition to the motion with all members voting aye. Motion carried. Meeting adjourned at 7:44pm.

**OFFICIAL:** /s/ Marsha Shriver  
Marsha Shriver, Chair Person

**ATTEST:** /s/ Jacob Qualls  
Jacob Qualls, City Clerk