

CITY OF NEW MEADOWS PLANNING & ZONING MEETING  
OCTOBER 7, 2014 7:00 PM  
CITY COUNCIL CHAMBERS, 401 VIRGINIA STREET, NEW MEADOWS

**Agenda Item 1) Welcome and Roll Call**

Chair Person Marsha Shriver opened the Planning & Zoning Meeting at 7:00 P.M. Commissioners Marsha Shriver, Jack Hellbusch, and Debbie Stuart were present. Commissioner Martin Tushkowski was excused. City Clerk/Treasurer Mac Qualls, Offices Assistants Angie Moore and Kim Jackson were also present. Public in attendance: Ken Patrick, Bruce Stuart, Tony Koberstein, Wes Jeffs, Dixie Jeffs, Bill Brown, and Donna Brown.

Chair Person Marsha Shriver led the pledge of allegiance.

**Agenda Item 2) Approval of Minutes:**

**A. August 4, 2014**

**B. September 10, 2014**

- Commissioner Hellbusch moved to approve the August 4, 2014 minutes; Commissioner Stuart seconded the motion. Roll call vote: Hellbusch – Aye, Stuart – Aye, Shriver – Aye. Motion carried.

City Clerk/Treasurer Qualls requested the September 10, 2014 minutes be postponed until they can be edited and finalized.

Chair Person Shriver requested her statement “a moment of silence” after the last meeting got out of control be included in the minutes since it was noted in the Star News article.

**Agenda Item 3) Recommendation & Discussion:** *The Planning & Zoning Commission is to make a recommendation for approval of the application or denial of the application to the New Meadows City Council on the Conditional Use Application to operate a Recycling / Reclamation business in New Meadows at the South End Road Location.*

Chair Person Shriver stated Commissioner Tushkowski hadn't given her the drawings and research for ideas yet. Commissioner Shriver showed her plans for the site. Bill Brown asked to show the Planning & Zoning Commission his plans for the site. Chair Person Shriver stated this wasn't a Planning & Zoning Hearing. Chair Person Shriver suggested Bill Brown show the Planning & Zoning Commission his plans for the site.

Chair Person Shriver stated water and sewer should be attached to the site per the Comprehensive Plan because the site is on City Property. Bill Brown stated the Corp of Engineers came to look at the site and they approved it. Commissioner Hellbusch stated the overseeing agencies only come out to a site if there is a complaint, and that they don't monitor the site otherwise. Bill Brown stated a permit is only needed on new disturbances of land one acre at a time.

Chair Person Shriver asked Bill Brown what type of fence would be installed around the site. Commissioners discussed what type of fence would be appropriate. Bill Brown agreed to a colored metal fence not galvanized. The dimensions of the fence will be eight foot on three sides and a five foot fence with a three foot berm on the front (South End Road).

Bill Brown stated he would like 2 entrances to the site. Chair Person Shriver agreed.

Chair Person Shriver stated one season is needed for landscaping to be in by the end of July, 2015.

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Mr. Brown stated that the Army Corp of Engineers is doing some work and wait for a single season before the back perimeter fence is constructed. The Army Corp would like to see a season so they can review the possible wetland area. The entire working area will be enclosed, and grow as the wetland area is reviewed.

Chairman Shriver stated that she suggested anyone should go to Old Meadows and see the fence that is built.

Commissioner Hellbusch asked if there would be a storm drain at the site. Bill Brown stated there would be drainage for spills and that he would follow best practices.

Hours of operation for the site were discussed. The Planning and Zoning Commission agreed on 8:00 A.M. to 8:00 P.M. 6 days per week, Bill Brown agreed to the hours of operation.

- Commissioner Jack Hellbusch moved that the conditions of approval should be; applicant to follow the best management practices by DEQ guidelines; applicant to install a three foot landscaped berm on the front of the property (South End Road frontage) with a five foot fence and an 8 foot fence around the perimeter; the east, north and south sides of the fence can be built once the Army Corp of Engineers gives approval; the fence initially is to surround the working area; the three foot berm is to be landscaped by July 2015; and the remaining perimeter fence not later than July 2016; the hours of operation shall be 8:00 am to 8:00 pm; the applicant is to come back before Planning & Zoning if the project will go into Phase 2; there shall be with water and sewer connections to the site; Commissioner Stuart seconded the motion. Voice vote indicated no opposition to the motion with all present signifying aye. Motion carried.

Commissioner Hellbusch stated he based his recommendations on conditions outlined in the New Meadows Zoning Code; he stated that the project was within harmony of the New Meadows Comprehensive Plan; and felt there was not a detriment to the neighborhood; and was harmonious with other businesses in the area.

The commissioners present stated they used the New Meadows Comprehensive Plan and New Meadows Zoning Ordinances and the Idaho Department of Environmental Quality website as they reviewed the Best Management Practices for a salvage yard. Chair Person Shriver stated that she visited a site similar in Old Meadows to look at fencing.

Bill Brown asked what the cost of the water / sewer connection to the property would be? Qualls stated that the cost of running the water and sewer lines to the property would be at least \$15,000 to \$20,000.

***Agenda Item 4) Zone Amendment: Approval of the letter to the council approving the Zone Change from Residential -3 to Industrial for a parcel of property on South End Road.***

Discussion revealed that the minutes would suffice on the letter / memo to be written to the council regarding the zone change from Residential 3 (R3) to Industrial (I).

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**Agenda Item 5) Zoning Map Change:** *Approval of the letter to the council regarding the Zone Mapping Change on North Norris Avenue indicating the commissions wish that the Zone Map should not be changed.*

Chair Person Shriver read from a prepared memo (attached) and requested the others to sign the memo to the city council.

**Agenda Item 6) Design Review modifications:** *The New Meadows City Council has assigned the New Meadows Planning & Zoning Commission the task of modifying the Design Review Criteria for new commercial structures.*

Chair Person Shriver read from a prepared memo (attached) and requested the others to sign the memo to the city council.

Chair Person Shriver asked the public in attendance individually if they had any input in the meeting.

- Wes Jeffs stated that he felt the meeting was not responsible planning.

**Agenda Item 7) Adjourn**

- Commissioner Stuart moved to adjourn the meeting; Commissioner Hellbusch seconded the motion. Voice vote indicated no opposition to the motion with all present signifying aye. Motion carried.

Meeting adjourned at 7:52 P.M.

**OFFICIAL:** \_\_\_\_\_  
Jack Hellbusch, Co-Chair

**ATTEST:** \_\_\_\_\_  
Jacob Qualls, City Clerk

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Attachment

October 7, 2014

From: New Meadows P & Z Commission

To: New Meadows City Council

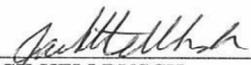
Re: "Proposed Design Review Addendum"

At our September, 2014 Planning and Zoning Commission meeting, we considered the "Proposed Design Review Addendum" that the Council provided to us. It is our opinion that the proposed Addendum is not necessary. Our main concerns are the following:

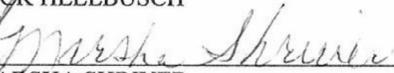
- 1) The proposed Addendum implies that conceptual drawings that have been prepared *by an architect* must be presented to the City of New Meadows for use in the "design review" process. We do not think that such materials are required. The current *City of New Meadows Zoning Ordinance* requires that "conceptual drawings" be submitted at the start of the design review process (see 21-3). We think that this language is adequate.
- 2) The proposed Addendum may require that architectural blueprints be given to the City of New Meadows for future use by the City *regarding aesthetics and so on*. The current *City of New Meadows Zoning Ordinance* requires that "final construction drawings" be approved by the Building Inspector (see 21-5). The Building Inspector will know what he needs, and what the law requires, as far as drawings for *building inspection* purposes. We would like to leave it at that, rather than make things murky by suggesting that some sort of blueprints are needed *in addition to* whatever the Building Inspector needs.

In short, we disagree with items "2" and "4" of the proposed Addendum (and we believe that item "3" is already covered by the current Zoning Ordinance).

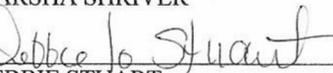
NEW MEADOWS PLANNING & ZONING COMMISSION

  
\_\_\_\_\_  
JACK HELLBUSCH

10-7-14  
Date

  
\_\_\_\_\_  
MARSHA SHRIVER

10-7-14  
Date

  
\_\_\_\_\_  
DEBBIE STUART

10-7-14  
Date

\_\_\_\_\_  
MARTIN TUSHKOWSKI

\_\_\_\_\_  
Date