

**EMMETT CITY ZONING COMMISSION**  
**November 6, 2023**

The Emmett City Zoning Commission held a Regular Meeting at 501 E. Main Street, Emmett, Idaho. **Chairman Earls called the meeting to order at 6:00 p.m.**  
**Chairman Earls led the Pledge of Allegiance.**

**Commissioners Present:** Gwen Earls, Brian Gregory, Tracy Howard, Kim Butler

**Commissioners Online:** none

**Commissioners Absent:** Larry Jenkins, Austin Lindstrom

**Staff Present:** Zoning Administrator, Brian Sullivan; City Attorney, Jake Sweeten; Recording Clerks, Dori Millan-Sotelo, Shannon Ferraro

**Staff Online:** none

**Public Present:** none

**Review of Agenda:** Chairman Earls asked for all to review agenda, no questions were asked.

**Approval of Minutes:** Commissioner Gregory made a motion to approve the October 2, 2023, minutes. Commissioner Butler seconded the motion. **Motion Carried.**

**New Business:** none

**Unfinished Business:** Continuation of workshop on updating PUD code.

Zoning Administrator Sullivan shares definitions of "Community Housing" per request of Commissioner Gregory.

A minimum of active open space is discussed and defined.

Energy efficiency requirements as well as density bonuses are discussed.

9-9-8.1 Chairman Earls requests a motion to strike, Commissioner Gregory seconds motion, all in favor. **Motion Carried**

Developers' contribution off-site infrastructure and percentages are discussed

9-9-8.3 Chairman Earls requests a motion for 9-9-8.3 to stay in, all in favor. **Motion Carried**

9-9-8.4 is discussed and all would like to keep in **Motion Carried**

9-9-8.5, 9-9-8.6, and 9-9-8.7 are discussed to strike all in favor. **Motion Carried**

9-9-8.8

a. is motioned to lower from 25% to 20% by Commissioner Gregory, Commissioner Butler seconds all in favor **Motion Carried**

b. discussion about changing from a "unanimous" vote to a "majority" vote of the council ensues. Chairman Earl motions for change, Commissioner Gregory seconds **Motion Carried.**

9-9-10

g. changing wording to “parks and community green spaces”. Chairman Earls asks if there are any comments on this. There were no comments

n. o. and p. are discussed, Administrator Sullivan entertains questions from commissioners pertaining to exterior lighting, energy efficient lighting, street light standards, and requirements. Chairman Earls agrees with the changes, Commissioner Gregory seconds, **Motion passed**

r. s. and t. Administrator Sullivan reads section 9-9-10 r., and then further describes what this section means. Chairman Earls asks a few questions, Administrator Sullivan answers her inquiries.

9-9-11 and 9-9-13 All agree to these sections

9-9-14 Removed item d. Conversation on this section continues, as Administrator Sullivan explains to the commissioner’s specific criteria for applicants, as well as approval, and extension times.

9-9-15 and 9-9-16 no changes

Commissioner Gregory motions to move revised PUD code to Council, then retracts. Commissioner Gregory then recommends that the changes made to the PUD ordinance be reviewed before moving forward to council for final review. Commissioner Butler seconds motion, all in favor **Motion Carried.**

**Items from the Commission:** Members of Commission are discussed, and clarification of the number of members is made.

**Items from the Building Official/ Zoning Administrator:** none

Next Regular Meeting – December 4, 2023

Chairman Earls made a **motion to adjourn.** Commissioner Gregory seconded the motion. **Motion Carried.**

**Meeting adjourned at 7:03 pm**

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Chairman Gwen Earls

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Acting Secretary