



CANYON COUNTY PLANNING & ZONING COMMISSION
MINUTES OF REGULAR MEETING HELD
Thursday, October 20, 2022
6:30 P.M.

1ST FLOOR PUBLIC MEETING ROOM SUITE 130, CANYON COUNTY ADMINISTRATION BUILDING

Commissioners Present : Robert Sturgill, Chairman
 Patrick Williamson, Vice Chairman
 Brian Sheets, Commissioner
 Harold Nevill, Commissioner
 Miguel Villafana, Commissioner

Staff Members Present: Sabrina Minshall, Director of Development Services
 Dan Lister, Planning Official
 Elizabeth Allen, Planner
 Samantha Hammond, Planner
 Pam Dilbeck, Administrative Specialist
 Jennifer Almeida, Office Manager

Chairman Robert Sturgill called the meeting to order at 6:30 p.m.

Commissioner Sturgill swore in members of the Commission and staff.

Commissioner Sheets proceeded to the first business item on the agenda.

MOTION: Commissioner Nevill moved to table item 1A; case number SD2021-0034 to a date uncertain. Motion seconded by Commissioner Williamson. Voice vote, motion carried.

MOTION: Commissioner Nevill moved to table item 1B; Revocation of the development agreement associated with case number SD2021-0034 to a date uncertain. Motion seconded by Commissioner Villafana. Voice vote, motion carried.

MOTION: Commissioner Nevill moved to table item 2A, case number CU2022-0034 to a date certain of December 1, 2022. Motion seconded by Commissioner Williamson. Voice vote, motion carried.

DIRECTOR, PLANNER, COMMISSION COMMENTS:

Director of Development Services Sabrina Minshall introduced herself and spoke to the Commission about addressing the backlog of cases as well as recruiting, retaining and training Development Services Staff. She has been meeting with internal and external stakeholders over the past four days. She expressed her thanks to Planner Elizabeth Allen and wishing her the best at her new position with the City of Caldwell.

Commissioner Williamson said that he was approached and asked about a specific case and 'Master Plans'. He was asked why a Master Plan was not submitted on the case. Commissioner Williamson asked what triggers a Master Plan? Planning Official Dan Lister said Canyon County's code doesn't have a Master Plan application. He usually sees that term associated with the City of Nampa or the City of Caldwell. A Master Plan is similar to a Planned Unit Development. The intent of a Master Plan is to lock down the design of the development; the use, the type of parking or the reduced setbacks. Director

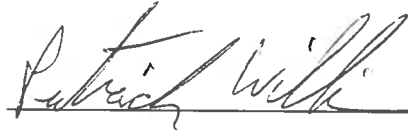
Minshall said usually there is either a Planned Unit Development process or a Master Planning process. There have been some discussions, not associated with an application process, where the County might have a sub-area process. The sub-area process provides more detail than what is in the Comprehensive Plan. It would be a prelude to a Planned Unit Development or changing the County's code. Director Minshall said it is a way to go in more surgically and look at things. It is not a code requirement and they have more flexibility with it. Dan Lister stated the County's code doesn't have much on Planned Unit Developments: that section was removed in 2019. Planned Unit Developments were typically used by cities to lay out better landscaping or reduce setbacks; it isn't something seen in the County. The ability to do a Planned Unit Development now is through a Conditional Use Permit and platting. The County's platting section talks about the type of site plan that needs to be submitted with a Planned Unit Development request at the time of platting. Director Minshall discussed Ada County's use of Master Plans in 2008/2009.

ADJOURNMENT:

MOTION: Commissioner Williamson moved to adjourn, seconded by Commissioner Sheets. Voice vote motion carried. Hearing adjourned at 6:45 pm.

An audio recording is on file in the Development Services Departments' office.

Approved this 17th day of November, 2022



Patrick Williamson, Acting Chairman

ATTEST



Bonnie Puleo, Recording Secretary