



41 them a chance to ask questions about the process and discuss their concerns  
42 and ideas. Then the applicant will present a “Concept Plan” to the  
43 Commission. The concept plan takes the place of the developmental plan.  
44 This plan is expected to have a low hurdle for the applicant- requiring only  
45 basic maps and information. If the plan meets certain criteria, the Planning  
46 Commission has the discretion to let the plan go to final plat for approval. As  
47 proposed discretion to move forward can be granted in the following  
48 situations: Minor modifications where existing lots are changing property  
49 lines, corrective plats where the changes are ministerial in nature,  
50 consolidation of multiple existing lots into one existing lot, and a division of  
51 land involving no more than two lots where no public improvements or right-  
52 of-way is created.

53 There were several comments on the area of discretion. Commissioner Hyde  
54 expressed concern about allowing discretion of subdivisions that are dividing  
55 one lot into two. He said that this is not a minor change and should be vetted  
56 through all three stages. Mr. Hyde also raised a concern of discretion  
57 regarding changing lot lines between two properties. Mr. Gardner commented  
58 in agreement, gave some examples of possibilities of abuse of the discretion,  
59 and questioned the need for the discretion clause in general. Ms. Kimball  
60 stated that she saw Mr. Gardner’s point, but that the benefits outweigh the  
61 risks in this case. Mr. Foster said it was meant to make the process more  
62 efficient. Mr. Hyde said he understood the need for ministerial changes, but  
63 was not comfortable allowing for any subdivision to move through the process  
64 without the full review. Mr. Foster explained that he thought he understood  
65 the will of the Commission and he would draft something accordingly.

66 Mr. Foster outlined the rest of the process including the Preliminary and Final  
67 Plat stages. They are going largely unchanged. One divergence was the  
68 timeline. The proposal was to give applicants two years from time of  
69 approved concept plan to bring a final. That would include the preliminary  
70 plat. After some discussion, it was determined that the concept plan and  
71 preliminary plan should be given a year each. The current time frame for a  
72 final plat expiration after approval is 90 days. The proposed regulations would  
73 give the applicant a year before expiration.

74 c.) *Members discussed required public improvements.* Mr. Foster explained that  
75 the proposed regulations requires most cases to have all public improvements  
76 complete before the final plat is recorded. In some cases a letter of credit  
77 could be used to ensure improvements were made. Where a developer has a  
78 track record of successful and complete project, na performance bond may  
79 allowed as well.

80 d.) *Members discussed technical specifications.* Mr. Foster explained that the  
81 technical specifications for roads and drainage are within the current version.  
82 In the proposed version, they will become appendices. The drainage and road

83 specifications will be more thorough and are expected to be complete by next  
84 meeting. City Engineer, Mr. Bivens concurred.

85 e.) *Members discussed next steps.* Mr. Foster and Ms. Deaton agreed that they  
86 felt they had a good idea of where the Commission wanted to go with the  
87 revised regulations. Mr. Foster explained that adoption of the new Subdivision  
88 regulations required a advertised public hearing. The public hearing could be  
89 scheduled for the next regular scheduled Planning Commission meeting. The  
90 Commission would be under no obligation to adopt at that time. All agreed to  
91 allow Mr. Foster to proceed with advertisement of the meeting.

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93 **A Motion to adjourn was moved, seconded, and approved unanimously.**

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Chair of Planning Commission

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City Recorder

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