



TOWN OF JEROME

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SPECIAL JOINT WORKSHOP MEETING OF THE JEROME PLANNING AND ZONING COMMISSION & DESIGN REVIEW BOARD via VIDEO CONFERENCE (Zoom) Wednesday, April 29, 2020 TIME: 5:00 pm MINUTES

5:05 (0:01) 1) CALL TO ORDER/ROLL CALL

Deputy Clerk Rosa Cays called roll. Present from the P&Z Commission were Chair Lance Schall, Vice Chair Joe Testone, Jessamyn Ludwig, Chuck Romberger, and Henry Vincent. Board members present from DRB were Chair Tyler Christensen, Danny Smith, and John McDonald. DRB Vice Chair Brice Wood was absent. Also present were Town Manager Candace Gallagher, Councilmember Jack Dillenberg, and Zoning Administrator John Knight.

5:08 (2:48) 2) PETITIONS FROM THE PUBLIC – There were no petitions from the public.

5:09 (3:09) 3) Approval of Minutes: Minutes of the Regular Jerome Planning and Zoning Commission Meeting of February 12, 2020

Chair Lance Schall stated that Commissioner Henry Vincent had seconded, but it was Commissioner Joe Testone who seconded the motion.

Motion to Approve the Meeting Minutes of February 12, 2020

COMMISSIONER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
LUDWIG			X			
ROMBERGER						X
SCHALL	X		X			
TESTONE		X	X			
VINCENT			X			

Continued Items: None

New Business:

5:10 (4:21) 4) Select New Officers for the Planning and Zoning Commission (Chair and Vice Chair)

Mr. Knight clarified that officers can serve two consecutive terms. Discussion ensued about Ms. Ludwig serving as vice chair and Mr. Testone as vice chair for a second term.

Motion to Nominate Jessamyn Ludwig for Chair and Joe Testone for Vice Chair

COMMISSIONER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
LUDWIG			X			
ROMBERGER			X			
SCHALL		X	X			
TESTONE			X			
VINCENT	X		X			

5:15 (14:00) 5) Board Training on the following items: Planning 101, Statutory/Regulatory Authority, Town Codes and General Plan, Riggins Rules, Robert's Rules, Open Meeting Law, Conflict of Interest, Bylaws

Discussion/Possible Direction to Staff

Zoning Administrator John Knight led the board training.

Informational Items (Current Event Summaries):

6:38 (1:32:02) 6) Updates of Recent and Upcoming Meetings: John Knight, Zoning Administrator

- a) Planning and Zoning Commission – May 6, 2020: No items currently scheduled (meeting will likely be cancelled)

- b) **Design Review Board – May 11, 2020:** UVX Apartments front improvements and sign for new business at 105 Main Street (formerly Cleopatra Hill)
- c) **Council – April 22, 2020:** Community garden
- d) **Council – May 12, 2020:** Ordinance amendment to update Section 509. Signs, and new Telecommunications ordinance
- e) **Council – July 14, 2020:** Ordinance amendments regarding definitions of *boarding house* and *hotel*, possible exemptions for small projects, and misc. updates

Mr. Knight updated the commissioners and board members on the recent meetings.

Commissioner Henry Vincent inquired about the Cuban Queen project.

Mr. Knight said a settlement agreement was discussed at an executive session of the Council, which was brought forward and made public at the last Council meeting. Mr. Knight offered to email the settlement agreement to the board, which entailed the owners' purchase of town parking spaces on Clark Street across from town hall.

Mr. Vincent then asked if the Town was served with a notice of claim on the Cuban Queen project.

Town manager Candace Gallagher interjected and informed Mr. Vincent that it was.

Mr. Knight said he was not sure what could be discussed since the Cuban Queen project was not an agenda item.

Mr. Vincent then asked about the status of the parking overlay district.

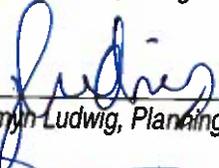
Mr. Knight said the parking overlay district was tabled by Council for now.

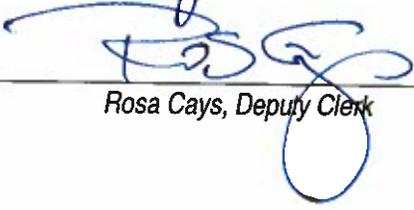
6:41 (1:35:20) 7) Adjourn

Motion to Adjourn at 6:41 p.m.

P&Z COMMISSIONER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
LUDWIG	X		X			
ROMBERGER			X			
SCHALL			X			
TESTONE			X			
VINCENT			X			
DRB BOARD MEMBER			X			
CHRISTENSEN			X			
MCDONALD		X	X			
SMITH			X			
WOOD					X	

Approved:  Date: 6-11-20
Tylee Christensen, Design Review Board Chair

Approved:  Date: 5/21/2020
Jessamyn Ludwig, Planning & Zoning Chair

Attest:  Date: 21 May 2020
Rosa Cays, Deputy Clerk