

MINUTES

ADAMS COUNTY PLANNING & ZONING COMMISSION

Special Training Meeting

July 23, 2018

7:00 p.m.

Members Present: Royce Bauer, Al Becker (joined at 7:15), Julie Burkhardt, Rich Laine, Dennis Nau, Mark Peterson, Joe Warner

Members Absent: None

Others Present: County Commissioner Joe Iveson; County Commissioner Mike Paradis; P&Z Administrator Wendy Green; County Clerk Sherry Ward; Dan Chadwick and Michele Chadwick of Chadwick Policy

Public Present: None

1. **Call to Order:** P&Z Administrator Wendy Green called the meeting to order at 7:05 p.m.
2. **Introductions:** Commission Members and guests introduced themselves and gave brief biographical background.
3. **Review of Agenda:** P&Z Administrator Green gave Commissioners an overview of their P&Z Manuals and reviewed the agenda for the training session.
4. **Training by Chadwick Policy**

Dan Chadwick provided an introduction to The Law and Theory of Planning and Zoning, including:

- o The Idaho Local Land Use Planning Act of 1975
- o Idaho Open Meeting Law
- o Idaho Public Records Act
- o Idaho Ethics in Government Act

Michele Chadwick discussed The Ins and Outs of Planning and Zoning, including:

- o The difference between Planning and Zoning
- o The roles of P&Z Commission, Staff, and Board of County Commissioners
- o The difference between a Project and an Application
- o The meaning of “ex parte” communication, why it’s important and how to avoid it
- o The County’s guiding documents: Comprehensive Plan, Zoning Ordinances, Subdivision Ordinances and Road Ordinances
- o Decisions of the Commission must be based in fact, not emotion or opinion
- o P&Z Processes, including applications, public hearings and public meetings

5. New Business

The Commission decided by unanimous consent to meet on the third Monday of each month at 7:00 p.m. at the courthouse.

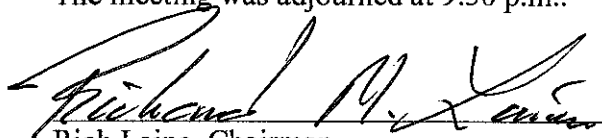
Clerk Sherry Ward proposed setting up County email addresses for each of the Commissioners. They agreed by unanimous consent.

6. Upcoming Meetings:

Next regular meeting: Monday, August 20, 2018 at 7:00 p.m.

7. Adjournment

The meeting was adjourned at 9:30 p.m..


Rich Laine, Chairman

11-11-18
Date