

**City of Dalton Gardens**  
**Planning & Zoning Meeting Minutes**  
**Thursday, April 27, 2023 @ 6:00 PM**

Meeting was conducted in person and via Zoom.

1. **CALL TO ORDER:** Chairman Becker called the meeting to order at 6:00 PM
2. **ROLL CALL OF COMMISSION MEMBERS:** Present were commissioners Chad Haunschild, Caitlin O'Brien, Ron Sampert, and Chairman Mike Becker. Also present were Teresa Janzen- City Clerk and Candi Baker- Deputy Clerk. Ryan Hughes- City Planner attended via Zoom. Commissioner Melissa Cleveland was absent.
3. **APPROVAL OF MINUTES:** CHaunschild made a motion to approve the regular meeting minutes from March 23, 2023. CO'Brien seconded.  
CHaunschild: yes CO'Brien: yes RSampert: yes MBecker: yes **Motion Carries.**
4. **CITY PLANNER REPORT:** City Planner updated the commission of the commercial district design considerations and review of two current special use permits. Expected increase in building permits. The Code Compliance Manual has been approved and is now in effect.

TJanzen gave a monthly building permit report and informed commission that it will soon be added to the website.

5. **PUBLIC HEARING FOR LOT LINE ADJUSTMENTS:** City Planner reiterated the need to address deficiencies and establish direction for staff to support the city code.

The Commission asked the City Planner to address and establish a protocol for properties that are independent of city water or in need of septic services The Commission suggested resolution with a "will serve" statement from Dalton Water and/or Panhandle Health District for applicable properties seeking to adjust lot lines.

**Opened 6:34 PM-Closed 6:36 PM**

Sue Supp 7024 16<sup>th</sup> Street: Public Licensed Surveyor abbreviation of "PLS" definition is not located in the code book. Stated that some lots in Dalton Gardens are not served by Dalton Water and are served by Kootenai Water or private well.

**CO'Brien made a motion to approve the amendment to Title 6, Chapter 3, Section 6, with discussed changes and made recommendation to City Council for approval.**

**CHaunschild: yes CO'Brien: yes RSampert: yes MBecker: yes Motion Carries.**

6. **DISCUSSION OF JOINT WORKSHOP WITH CITY COUNCIL:** The City Planner reviewed the joint discussion and asked the commission what direction they would like to see staff take next. Chairman Becker presented his notes from the joint meeting and suggested considering a mailing for all residents and businesses of the commercial district to offer input

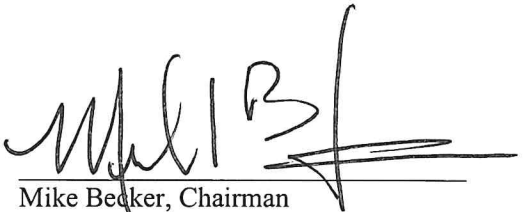
and suggestions on the commercial corridor designs. CHaunschild added giving a write-in or electronic feedback option.

7. **PUBLIC COMMENT:** Opened 6:58 PM Closed 6:58 PM  
No Comments

8. **DISCUSS AGENDA ITEMS MAY 25, 2023 MEETING:**

- RSampert will be absent from the May 25, 2023, P&Z Meeting
- Special use Public Hearings for SU 23-01 & SU 23-02

9. **ADJOURN:** CO'Brien made a motion to adjourn the meeting. CHaunschild seconded.  
All in favor. Meeting adjourned at 7:01 PM.



Mike Becker, Chairman

ATTEST:



Candi Baker, Deputy Clerk