

**MINUTES OF THE PLANNING AND ZONING COMMISSION  
CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO**

**January 7, 2019**

**Regular Meeting: 5:00 PM  
Council Chambers**

**Hayden City Hall, 8930 N. Government Way, Hayden, ID 83835**

**CALL TO ORDER**

Chair Petersen called the meeting to order at 5:03 p.m.

**ROLL CALL OF COMMISSION MEMBERS**

Brian Petersen, Chair	Present
Alan Davis, Vice-Chair	Present
Corey Andersen	Present
Michael Cramer	Not-Present
John Gentry	Present
Benjamin Prickett	Not-Present
Shawn Taylor	Not-Present

**STAFF PRESENT**

Melissa Cleveland, Community Development Director  
John Cafferty, Legal Counsel  
Donna Phillips, Senior Planner  
Heather McNulty, Commission Clerk

**FLAG SALUTE**

Commissioner Andersen led the meeting in the Pledge of Allegiance.

**CALL FOR CONFLICTS OF INTEREST**

No conflicts were reported.

**CONSENT CALENDAR**

The consent calendar included the approval of the meeting minutes for November 19, 2018. The motion was made by Commissioner Andersen, and seconded by Vice-Chair Davis to approve the consent calendar. All were in favor, none were opposed.

**CONTINUING BUSINESS**

**Right-of-Way Encroachments**

**Staff Presentation:**

Ms. Cleveland stated that the definitions have been updated to reflect the last Planning and Zoning Commission meeting conversation dealing with right-of-way encroachment code language. The Commission received the changes in their meeting packets. The changes included clarified language in 7-2-2; Definitions, 7-2-3: Applicability, 7-2-6: Permit Required, 7-2-7 Fees:, 7-2-9: Issuance of Permit:, 7-2-10: Utility Companies:7-2-11: Standards and Specifications:, 7-2-12: Safety Requirements:, 7-2-13 Performance Standards:7-2-15: Surface Restoration:,7-2-18 Notice Requirements:, 7-2-19: Guaranty:, 7-2-24: Suspension of Permit: