

## **PLANNING COMMISSION MINUTES**

### **November 14, 2007**

**CALL TO ORDER:** The meeting was called to order at 7:05 p.m. by Chair George Stead. Commissioners present were George Stead, Tom Whitson, Robert Allen, Kevin Fiske, and Jennifer Ange. Jim Wilmer had an excused absence. Deputy Clerk Heidi Swenson and Ken Nilsen, PACE Engineers, were also present.

#### **MINUTES: October 3, 2007**

*Commissioner Fiske* moved for approval of the minutes of October 3, 2007. *Commissioner Ange* seconded the motion. Motion carried unanimously.

#### **DISCUSSION & DECISION: Boundary Line Adjustment #BLA07-902 - Between the Ma/Shi property and the Echelbarger property**

Ken Nilsen, PACE Engineers, reviewed the Request for Boundary Line Adjustment (BLA), explaining the original short plat had a jog in the boundary line; the applicant has requested a BLA to achieve the required 50-foot setback from the proposed structure.

PACE Engineers' review of the application determined it met the code requirements with the exception of one item: the code requires the title report be issued within ten days; the title report included with the application was issued fifteen days prior to the application date. He explained the purpose of the time requirement for issuance of the title report was to ensure property ownership and that there had not been any encumbrances filed since the time of application. Ten days was typically not enough time to obtain a title report; the industry standard was thirty days.

Mr. Nilsen recommended approval of the BLA as submitted and waiving the time requirement for issuance of the title report. He advised both property owners were in agreement with the BLA; both would be required to sign the BLA prior to recordation.

A brief discussion followed regarding the setback and the location of the proposed structure. The Planning Commission requested the property owners' signatures be obtained prior to Chair Stead signing the document.

#### **ACTION:**

*Commissioner Ange* moved to accept the Request for Boundary Line Adjustment BLA07-902. *Commissioner Fiske* seconded the motion. Motion carried unanimously.

Discussion followed regarding the need to change the current ten day requirement in the code.

#### **ACTION:**

*Commissioner Ange* moved to recommend that the Town Council extend the time period in the code to thirty days. *Commissioner Fiske* seconded the motion. Motion carried unanimously.

Discussion continued regarding the timeline for permitting and constructing the Ma/Shi's home.

**AUDIENCE COMMENTS: None**

**ADJOURNMENT:** The meeting was adjourned at 7:23 p.m.

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Heidi K. Swenson  
Secretary to the Planning Commission

**APPROVED BY THE PLANNING COMMISSION**

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George Stead, Chairman

(These minutes accurately reflect what was said at the Planning Commission Meeting. Publication does not vouch for the veracity of these statements.)