
PLANNING & ZONING MEETING MINUTES

1. Call to Order.

The regular meeting of the St. Maries Planning Commission was called to order by Chairperson, Emmy Masterson at 5:00 p.m. on Wednesday, July 2, 2025, in Council Chambers at City Hall, 602 College Avenue, St. Maries, Idaho.

2. Roll Call.

PRESENT –

Chairperson, Emmy Masterson

Commissioners – Rhonda Stancil, Amber Osier, Claudia Spooner

3. Approve June 2025 Minutes. – action item

Correction to agenda to approve June 2025 Minutes and not May 2025 Minutes. Motion made to approve June 2025 Minutes.

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|---------------------|------------------------------------|
| Result: | Passed |
| Moved By: | Stancil |
| Seconded by: | Spooner |
| Voted Yes: | Masterson, Spooner, Stancil, Osier |

4. Lot Merger Request – Lots 11 and 12, Block 65, Government Townsite. – action item

Tyler Kuber, City Planner, shares the applicant is requesting a lot merger to combine lots 11 and 12, block 65, government townsite. Claudia Spooner stated that the application **complies** with the filing requirements for this type of application, that the lots which are proposed to be voluntarily merged **do not** contain dedicated easements for roads, ingress and egress, utilities or for any other purpose, and the request **is** in the best interest of the City and good cause **is** found to support the decision. Spooner motions, Masterson seconds, based on the aforementioned findings, the request by James Lakes and Roselee Day for a voluntary lot merger is hereby approved subject to the conditions of approval outlined in section 5 of the Staff Report.

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| Result: | Passed |
| Moved By: | Spooner |
| Seconded by: | Masterson |
| Voted Yes: | Masterson, Spooner, Stancil, Osier |

5. Lot Merger Request – Lots 29 and 30, Block 1, Anderson Heights Subdivision. – action item

Tyler Kuber, City Planner, stated that due to a recent discovery of existing easements for utilities within Anderson Heights Subdivision, the applicant has decided to put a hold on this application. Motion made to Table this item.

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| Result: | Tabled |
| Moved By: | Spooner |
| Seconded by: | Osier |
| Voted Yes: | Masterson, Spooner, Stancil, Osier |

6. Area of City Impact Discussion. – action item

Tyler Kuber, City Planner, stated that the work order to begin drafting the Area of Impact map was approved by City Council on June 23rd, and that he has not been able to finish it yet.

7. Adjourn.

The regular meeting was adjourned at 5:13 p.m.

I presided over this meeting and can confirm that the foregoing minutes, prepared by the City Clerk, were approved by the Planning Commission during their regular meeting held on _____, 2025.

Emmy Masterson, Chairperson

Attest: Jaidyn Kinzer, City Clerk