



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 Thursday, February 5, 2025, in the Council Chambers at City Hall, 602 College Avenue, St. Maries, Idaho.

2. Roll Call.

PRESENT –

Commissioners – Emmy Holmes (Chairperson), Rhonda Stancil, Claudia Spooner

3. Approve December 2025 Meeting Minutes. – action item

Motion to approve meeting minutes from December 4, 2025.

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

The order of the agenda was amended at this time and prior to the public hearing, the Commission proceeded with agenda item 5 to discuss Draft Code Amendments on Setback Requirements.

4. Discuss Draft Code Amendments on Setback Requirements.

Rand Wichman, City Planner, provided Commissioners with a draft ordinance of proposed code amendments to Title 11 of the City Code. Wichman and Commission reviewed the draft ordinance and suggested changes to the following:

- Include a definition for “property frontage” for corner lots, which was proposed by Chris Renaldo.
- Remove draft changes to Chapter 4, Section 3 entitled “R-3 Manufactured Home Park Residence Zone”
- Add minimum setbacks to Chapter 4, Section 5 entitled “P-R Parks and Recreation Zone” of 5 feet.

The staff will prepare the amendments and hold another discussion on this prior to scheduling a public hearing before the Planning Commission.

5. Public Hearing: St. Maries Riverfront RV Resort appeal on landscaping requirements. – action item

Chairperson Emmy Masterson introduced the agenda item and explained the order and procedure of the public hearing. Rand Wichman, City Planner, provided a staff presentation regarding the appeal request to remove the front landscaping requirement, referencing the staff report provided to the Commission and the applicant.

Applicant Derick Driggs stated that the request pertains to the grass island located in front of the property as shown on the civil plans. Driggs noted that he has complied with multiple requests from the City for the St. Maries Riverfront RV Resort ("RV Resort") and believes the required landscaping island is not practical, as it would interfere with maneuvering large vehicles on the property.

Commissioner Spooner asked whether landscaping was provided near the office building, which Driggs confirmed included shrubs. Wichman clarified that the purpose of the hearing was not to debate the appeal request and stated that both he and Building Official Jacob Parsons believe the code requires the frontage landscaping. Parsons added that if the appeal proceeds, the St. Maries Fire District and the Public Works Department would need to review the proposal and provide input.

The public hearing was opened at 6:34 p.m. There were no written comments submitted. Chris Renaldo spoke in support of the request, stating that common sense should be applied. There was no additional testimony in favor, neutral, or in opposition. The public hearing was closed at 6:35 p.m.

A motion was made to recommend approval of the request to remove the island within the frontage landscaping requirements, citing that the islands could interfere with vehicle movement, pose a potential safety hazard due to chip truck traffic, and that the applicant has sufficiently beautified the area. The motion also noted that the applicant was not informed of the appeal period and recommended that the Public Works Department and the St. Maries Fire Department review the proposal and provide input.

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

6. Adjourn.

The regular meeting was adjourned at 6:38 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 _____.

Emmy Holmes, Chairperson

Attest: Jaidyn Kinzer, City Clerk