
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, December 4, 2025, in the Council Chambers at City Hall, 602 College Avenue, St. Maries, Idaho.

2. Roll Call.

PRESENT –

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

3. Approve November 2025 Minutes. – action item

Motion to approve meeting minutes from November 6, 2025.

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

4. Public Hearing: Condominium Plat Code Amendment. – action item

Chairperson, Emmy Masterson, introduced the topic and explained the order and procedure of the public hearing. Rand Wichman, city planner, gave a staff introduction of the proposed code amendments for processing condominium plats. The public hearing was open at 5:06 p.m. There were no written comments. Chris Renaldo, being neutral, expressed concerns regarding the Table C-1, in the draft ordinance, needing to be updated each time there were changes/updates and whether it needed to be on the table or if that information could be stated within the Condominium Plat code chapter. Renaldo also expressed concern about whether 11-14-2(F)(2) was necessary to be included within the draft ordinance. Wichman stated he would recommend the removal of 11-14-2(F)(2) in its entirety. There was no additional testimony being in favor, neutral or in opposition. The public hearing was closed at 5:14 p.m.

Motion made to recommend approval of code amendments to the City Council with the removal of 11-14-2(F)(2) in its entirety outlined in the draft ordinance.

Result:	Passed
Moved By:	Stancil
Seconded by:	Masterson

Voted Yes: Stancil, Spooner, Masterson

Absent: Osier

5. Discuss Upcoming Code Amendment.

Rand Wichman, City Planner, Chris Renaldo, and the Planning Commission discussed potential code amendments to begin reviewing. Areas of concern that may need amended are the zoning setback requirements outlined in certain zoning districts. Jacob Parsons, City Building Official, stated that there is some language throughout the City Code regarding service and delivery within zones that may need to be looked into. Parsons also stated that there are certain zoning districts that do not allow single-wide homes and believe that needs to be looked into.

6. Adjourn.

The regular meeting was adjourned at 5:32 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 Masterson, Chairperson

Attest: Jaidyn Kinzer, City Clerk