
PLANNING & ZONING MEETING MINUTES

1. Call to Order.

The regular meeting of the St. Maries Planning Commission was called to order by Acting Chairperson, Claudia Spooner, at 5:01 p.m. on Thursday, August 7, 2025, in Council Chambers at City Hall, 602 College Avenue, St. Maries, Idaho.

2. Roll Call.

PRESENT –

Commissioners – Amber Osier, Rhonda Stancil, Claudia Spooner

3. Approve July 2025 Minutes. – action item

Motion made to approve July 2025 Minutes.

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

4. Lot Merger Request – Lots 1, 2, and 3, Block 23, Railroad Addition. – action item

This item was tabled.

5. Discuss Area of Impact. – action item

City Planners, Rand Wichman and Tyler Kuber, present a draft Area of Impact (AOI) map that includes the City's utility boundary area. Wichman explained that pursuant to the new Idaho Code requirements for AOIs, the area cannot exceed a 2-mile radius from city limits. City Attorney, Terrun Zolman, and Wichman suggest the Commissioners include all the parcels within a 2-mile radius that the City provides utilities too beyond city limits. Kuber will begin amending the draft AOI map to show the 2-mile radius and the Commission will hold a Special Planning and Zoning Meeting on Wednesday, August 20th to review the amended map.

No action taken.

6. Ordinance Amendment for Platting of Condominiums. – action item

City Planner, Rand Wichman, explains to Commission that the State of Idaho requires a plat for condominiums in order to have one. Wichman states there are currently no guidelines outlined in our current City Code pertaining to condominiums, and asks Commission if they would like to work on an amendment to the City Code to include platting for condominiums. The Commissioners agreed that it would be better to have something in place to be prepared for such request.

No action taken.

7. Adjourn.

The regular meeting was adjourned at 5:49 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.

Claudia Spooner, Acting Chairperson

Attest: Jaidyn Kinzer, City Clerk

DRAFT