

The regular meeting of the Hayden Planning Commission was called to order by Chair Amy Williams at 7:04 p.m. Other members present were Commissioner Tim Frentress and Commissioner Kimi Lehman, Commissioner Melinda Carlson attended virtually. Community Development Director Tegan Ebbert, was also present.

- Pledge of Allegiance** **Chair Williams** led the Pledge of Allegiance.
- Consideration of Minutes** **Commissioner Frentress** moved to approve the Planning Commission minutes for the meeting held on March 23, 2023 as written. **Commissioner Carlson** seconded the motion. Motion approved unanimously.
- Code Text Amendment
Section 10.16.080** Ms. Ebbert indicated that this is a request to amend language in the Hayden Development Code to add language to the Subdivision section. Specifically, there is a desire to add a criterion stating "Town Council may waive all or a portion of the sketch plan, preliminary plan, and final plat requirements. Waiver of any technical or process requirements is at the sole discretion of the Town Council". Ms. Ebbert explained that there are instances where some subdivisions would typically be subject to the full, three-part subdivision application process due to land area however the complexity of the project does not warrant such a comprehensive review. Waiver of these requirements has been a practice of the Town historically, and previously there was specific language in the development code allowing for waiver, however the language was removed during a recent code rewrite. The request is to bring that language back.
- An applicant would be required to put a formal written request to the Town Council to approve or deny a waiver of any phases or requirements in the subdivision process. Town Council will also consider this amendment at their next meeting.
- Motion to Approve** Commissioner Lewis moved to recommend a Code Text Amendment at Section 10.16.080 to include language stating "Town Council may waive all or a portion of the sketch plan, preliminary plan, and final plat requirements. Waiver of any technical or process requirements is at the sole discretion of the Town Council."
- Staff Report** Ms. Ebbert noted that there are no additional active applications on the schedule at this time. She will be out on maternity leave starting sometime in June. The Town will be relying on their contract planner more heavily during this time.
- Adjournment** **The meeting was adjourned at 6:30 p.m.**



Regular Meeting _____ Hayden Planning Commission _____ April 13, 2023

Recorded by:

Tegan Ebbert

APPROVED THIS _____ DAY OF _____, 2023

Amy J. Williams, Chair