

American Planning Association Idaho Chapter  
Minutes for May 12, 2011  
APA Idaho Executive Board

<input checked="" type="checkbox"/>	Daren Fluke, President	<input checked="" type="checkbox"/>	Charles Hutchinson, Region 4
<input checked="" type="checkbox"/>	Renee Magee, Vice-President	<input checked="" type="checkbox"/>	Melodie Halstead, Region 5
<input checked="" type="checkbox"/>	Brad Cramer, Secretary/Treasurer	<input type="checkbox"/>	Kurt Hibbert, Region 6
<input checked="" type="checkbox"/>	Clare Marley, Region 1	<input checked="" type="checkbox"/>	Jon Norstog, L&PA
<input checked="" type="checkbox"/>	Joel Plaskon, Region 2	<input checked="" type="checkbox"/>	Anna Canning, E&O
<input type="checkbox"/>	Jon Cecil, Region 3	<input type="checkbox"/>	Diane Kushlan, PDO

Meeting was called to order at 12:00 p.m. (no quorum at that time)

- 1. Approval of April 14 minutes: Melodie moved to approve the minutes as amended by Jon Cecil. Seconded by Anna. Approved unanimously.**
- 2. Treasurer's Report:** Brad said in the future the "general ledger" report is probably more appropriate for a year-end report. The profit-loss report seems better for a monthly report to keep track of spending in each category. (Jon Norstog joined the meeting). Some board members said the e-mailed file didn't come through. Brad will send again later and save discussion until next month.
- 3. Legislative Affairs:** Jon Norstog said now that the legislative session is over, most legislative issues for a time will be requests for letters of support from the APA national. In the long term, Jon would like to set up a session for the board with Mark Johnson. (Joel joined the meeting)
- 4. CPC Pilot Grant for Increasing Membership:** Anna explained each elected chapter president meets twice per year to take on projects. The group she and Daren have been Leadership Development Committee. One of their projects was to make mini-grants available for chapters to increase membership. They got money from APA national and are now looking for proposals from smaller chapters to partner with other organizations to see if membership can be increased. The deadline to apply is May 23. She thinks we have a good chance because we are one of the smaller chapters. The question is who to partner with. Association of Idaho Cities is a good option but we could also consider landscape architects, architects, green building council, Idaho Association of Counties, or others. Anna would like to work with AIC. It is a good place to contact elected officials. Renee agrees and said AIC makes an effort to have delegates at their conference visit every booth. She feels architects would be a good backup. Melodie asked if there is a reason we don't have a working relationship with AIC. Anna believes it is because they are just used to doing their own thing. They aren't excluding us, but aren't used to including us. Renee said the Idaho Planning Association used to be part of AIC's regular board meetings and now we aren't. We could see if we can be part of their board meetings again. Daren agrees AIC is the best avenue for increasing membership but we need to move quickly if we want to be in this year's conference. Anna suggested we pay for the booth up front and hope that we get the grant to reimburse the expense. Anna will check with organizers to see if a booth is available for this year. Daren suggested we try for this year so our grant application is stronger. Anna said we made enough money through the mini-conference to fund the booth. The only risk is that if we don't get the grant we won't be reimbursed. Cost of a booth is currently unknown. Anna will get more information and email the board.

**Melodie moved to support the AIC and Association of Counties in our grant application by doing a booth at the AIC Conference for \$500 or less. Seconded by Jon Norstog. Anna will find out costs for the entire conference and if it is more than \$500 we will readdress the issue. Approved unanimously.**

- 5. Conference Updates:** Charles has a timeline he will email to the board. He also sent the attendees list from the 2010 conference to Amy Shipman and Deb Smith and Marie Mustoe with the Moscow Chamber of Commerce so we can start putting together a marketing campaign. He reviewed the hotel menu and provided recommendations to Daren. He spoke with Beth Hall, catering director for the hotel and they are working on incorporating local food into the lunch. She will get back with prices. He scheduled a site visit at the hotel for June 5 so he can get a feel for the conference facilities. I has also contacted Amy Hutchinson with the 2011 Idaho Food project, Dave Proctor with Idaho Food Bank, Lee Clark with Idaho State Department of Agriculture, Ken Roberts, president of Idaho Resource Conservation and Development Association, and three people from University of Idaho's Agriculture Economics and Rural Sociology program to see if they would be interested in participating in the conference as organizers or presenters. Michelle Vaschon will post save-the-date announcements on Uoff's website. Marie Mustoe is willing to help. In the past we have just used word of mouth and the website to market the conference. Hopefully this year we can go beyond those methods. The next items will be the budget and transportation options as well as the logo. The logo will give a brand to put with any marketing plan. Anna has someone in her office that could work on the logo. Clare's daughter is a senior in the art program and could also help. Daren expressed appreciation and feels we are ahead of schedule in the planning.
  
- 6. Airport Zoning Act Amendments:** Daren explained his firm has been working with the aeronautics division of Idaho Transportation Department and the Idaho Airport Managers Association (IAMA). A lot of smaller airports in the state are finding encroachments on their airports. This legislation is geared toward those smaller communities to mandate they take steps to protect their airports through their comprehensive plans and zoning ordinances. We are being asked to provide formal comment on the legislation. Jon Norstog has been involved in a similar issue in Pocatello. He incorporated FAA standards into an overlay zone through a model ordinance. This legislation does not provide much guidance. One suggestion is to incorporate FAA minimum standards and suggest the director of transportation provide a model ordinance that could be adopted by the jurisdictions. Daren does not feel the model ordinance should be a part of the state legislation but could be one of our suggestions. Renee agrees with Jon's idea. She feels the legislation and some of its wording is more general and will create major problems. She is especially concerned about language such as, "adversely affect health and, or quality of life of surrounding neighbors" leading to confusion and litigation. She is also concerned that it amends the Local Land Use Planning Act and then also have their own provisions. They should have one concise amendment to LLUPA that covers everything they want for airport zoning instead of putting specific requirements in the general body of the legislation. The state could prepare a model ordinance for jurisdictions to adopt. She is also confused about who provides and requires the fair disclosures statement. It needs to be clarified in its wording. Land use compatibility is not necessarily an aviation hazard. Joel feels this is similar to the earlier proposal regarding agriculture. He does not see the need for the state to mandate something so specific regarding an element that is already included in the transportation element of comprehensive planning. He is also concerned with the language in the draft, specifically some of the definitions. He sees it as another project local jurisdictions are going to have to deal with without the necessary support or tools. It could also be used as a tool by local airport authorities to strong arm planning offices on issues related to land uses. Renee agrees and feels even simple things in the ordinance like requiring multiple airport zones does not make sense for many small communities that could get by with one airport zone. There are a lot of unnecessary mandates. Daren feels there have been problems with encroachments around local airports and comprehensive plans should address airports. He doesn't mind adding another required element to the comprehensive plan. He feels the concept is good and we should be protecting airport investments. Renee agrees with the concept but believes the language needs to be carefully written or it will be counterproductive. The model ordinance is a good idea. Communities that have made major investments in their airports want to protect them but to put

it in state statute doesn't seem to really help. She would rather see a directive to address airports in the plan and perhaps require a zone, but don't put the specific elements within the statute. Joel also agrees that airports need to be protected and jurisdictions who recognize their value will protect them. He believes the existing legislation is adequate and we do not need this level of specificity throughout the state just because there are some conflicts that are not being dealt with appropriately. Daren compared it to laws requiring seat belts. Most people would wear a seatbelt but laws are written for the few who don't because there are issues with people not wearing them. With airports the requirement benefits the state and not just the jurisdiction. Joel pointed out the seatbelt law would come with a police force. Renee also mentioned the seatbelt law does not specify the size of seatbelt per weight of child. It's one thing to require the element, but it's another to be so specific on the details. Jon Norstog asked the group is on drafting the legislation. Daren said they would like to see it in the next session and are working through ITD to get it done. They are at a point where they need to have some support for it. Jon Norstog suggested that while it is a good concept, it reads like it was written by engineers with its specificity. He agrees with the concerns raised. There might be an easier way to accomplish the goal and the chapter could provide some alternatives. Daren suggested a letter could be written to say we support the concept but feel the proposal is too far-reaching and the chapter can offer help in adjusting the proposal. Joel, Anna, and Renee agreed. Clare suggested we offer assistance before saying they are on the wrong track. Jon Norstog said he can draft a letter with more positive language and offer to help them. Daren feels we should specify our concerns, which to summarize, are that it is too specific. Joel suggested we ask them what other options they have to accomplish their goals and if they have explored them. Jon will draft a letter and send it to the board. Renee also pointed out concerns about language similar to area of impact regarding joint exercise of powers and the trouble with mandating that from a state level.

7. **Mini Conference Wrap-up:** Anna said there were about 50 people in attendance. We should make \$850-900. The conference went well and the presentations and discussion were useful. There was a lot of positive feedback from attendees. Jon Norstog really liked the legal presentation. The speaker was dynamic and had good knowledge of the law. He also liked the ethical scenarios but would be nice to have something that was a little more ambiguous. Melodie also liked the conference. On the legal presentation, some of the terminology and acronyms were hard to follow for new planners. Anna said we should either ask speakers to explain terminology or advertise the conference as more of a mid-level conference. Daren feels it is more of a mid-level conference for planners trying to get CM's. Melodie feels the bigger problem was with the acronyms and it wouldn't take much to explain. Anna reported costs for the conference were around \$447 depending on final food charges.
8. **Open Discussion:** Jon Norstog reported they just promoted their planning trainee to a planner I and she is now a member of the APA. Daren said we have two vacancies on the board; one for a student and the other for a planning commissioner. He asked for nominations to be sent in with a short bio. He also updated the board on the other CPC grant for \$4000 in the joint effort with Idaho Smart Growth in a follow up to last year's land use analysis. We were approved for \$2000. There is a meeting to discuss whether or not the project can still be done with that amount of money. Anna explained we may have gotten less because we just received and completed another grant. Daren said the CPC board complimented the application. Joel asked if anyone on the board had heard of or worked on the grant from the Federal Highway Administration discretionary funds. No one was familiar with the grant.
9. **Adjournment:** Anna moved to adjourn. Seconded by Jon Norstog.