

MINUTES  
KOOTENAI COUNTY  
PLANNING AND ZONING COMMISSION  
August 12, 2021 1:00 p.m.  
Room 1B and Virtual Workshop  
451 Government Way, Coeur d'Alene, ID  
83814

Planning Commissioners Present on Zoom

Madeline David  
Wes Hanson  
Connie Krueger  
David Levine  
John Malloy  
Deborah Rose  
Barry Stearns

Staff Members Present:

David Callahan  
Pat Braden (on Zoom)  
Zach Trevino (on Zoom)  
Sandi Gilbertson

MINUTES  
PREPARED BY:

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Sandi Gilbertson  
Deputy Clerk

MINUTES  
REVIEWED BY:

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David Levine  
Chair



The Planning and Zoning Commission is an advisory board to the Board of County Commissioners.

Call to Order:

Chair Levine called the workshop to order for August 12, 2021 at 1:00 p.m.

Roll Call of Planning and Zoning Commissioners:

- Present through Zoom: David, Hanson, Krueger, Levine, Malloy, Rose, Stearns

Approval from July 15, 2021 minutes and July 22, 2021 public hearing minutes:

A motion to approve the workshop minutes of July 15, 2021 was made by Commissioner Rose; seconded by Commissioner Stearns. All voted aye by a voice vote and the motion passed.

A motion to approve the public hearing minutes of July 22, 2021 was made by Commissioner Stearns; seconded by Commissioner Krueger. All voted aye by a voice vote and the motion passed.

Workshop Agenda Items:

- A. Case No. ORA20-0002 - Proposed LUDC Amendment re: Huetter Corridor Overlay Zone.

Director Callahan provided a brief background on the Huetter Corridor study project including documents that showed current and future travel demands. KMPO has approved the final legal description of the Overlay Zone. That information has been incorporated into the proposed LUDC amendment for the Huetter Corridor Overlay Zone document. Director Callahan responded to questions and explained the benefits of adopting this amendment that would preserve the right of way for the new highway, protect existing property rights and keep the cost of acquisition low. Commissioner Krueger suggested the county reach out to the people impacted to explain the proposals and to gather their feedback prior to holding a public hearing on the proposed amendment. Director Callahan agreed that this idea had merit and will develop a public outreach plan that will be reviewed at a future workshop.

- B. Establish a subcommittee for special zones or overlays.

Chair Levine explained that Commissioner Krueger requested that a subcommittee for special zones be created. This request was based on discussions the Planning Commission held when reviewing changes to the variance approval process. Commissioners Kruger, Rose and Hanson were appointed to the subcommittee. They will work with Community Development on a draft proposal.

- C. Discussion on Planning Commission Chair's duties and succession planning.

Chair Levine explained that some of the chair's responsibilities are required, while others are relevant to how the chair chooses to operate. He explained that chair and vice-chair assignments have traditionally been viewed as long-term roles. The chair and vice-chair may work closely, but there is not an expectation that the vice-chair would move into the chair role at some point. There was discussion on an approach that would establish a more formal process with the expectation that the vice-chair role would transition to the chair role in a one- or two-year timeframe. The general consensus was that, due to turnover and other considerations, this concept may not work, but that it would be worth trying.

D. Review of the Planning Commissioner applications.

Chair Levine indicated that this year the Planning Commission will have an opportunity to review applications and provide feedback to the County Commissioners.

1. Each Commissioner will evaluate the applications prior to the workshop using a standard form to determine strengths and weakness of the candidates. This will not be a ranking process.
2. Applications from existing Commissioners reapplying will not be reviewed.
3. The Planning Commission meeting will use the executive session format.
4. The meeting will include Planning Commissioners only.

Announcements:

- The August 19th workshop has been cancelled.
- The next workshop is planned for August 26th. Proposed agenda items include Home Based Business code review and a policy status update.
- Future workshop agenda items: Discussion on Idaho Statute Title 67, Chapter 80 and Attorney General Idaho Regulatory Taking Act Guidelines.

Workshop ended at 2:43 p.m.