

MINUTES  
KOOTENAI COUNTY  
PLANNING AND ZONING COMMISSION  
June 16, 2022 1:30 p.m.  
Room 1A/B and Virtual Workshop  
451 Government Way, Coeur d'Alene, ID  
83814

Planning Commissioners Present

Paul Glader  
David Dean  
David Levine  
Barry Stearns  
Cheri Zao  
Deborah Rose  
Madeline David

Staff Members Present:

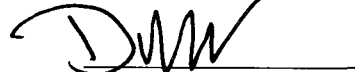
David Callahan  
Pat Braden-Zoom  
Jennifer Conner  
Reba Grytness  
Ben Tarbutton

MINUTES  
PREPARED BY:



Jennifer Conner  
Deputy Clerk

MINUTES  
REVIEWED BY:



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 June 16, 2022 at 1:30 p.m.

Roll Call of Planning and Zoning Commissioners:

- Present: Rose, Dean, David, Zao, Glader, Stearns and Levine

Approval of May 12, 2022 minutes:

Chair Levine asked for changes to the workshop minutes. A motion to approve the workshop minutes of May 12, 2022 was made by Commissioner Rose and seconded by Commissioner Stearns. All voted aye by a voice vote and the motion passed.

Workshop Agenda Items:

A. Review Draft Code for Fire District Impact Fees

Director Callahan indicated that commissioners should focus their attention on the process used by Galena Consulting for establishing the proposed District impact fees. The demographic and capital improvement plan has been reviewed and approved by the advisory committee. Civil Deputy Prosecuting Attorney Pat Braden added that the Idaho impact Fee Act clearly defines the steps that must be followed when developing impact fees. Chair Levine stated that in order to implement the impact fees the Comprehensive Plan needs to be updated to include a new Element (r) – Capital improvements and impact fees and Appendix. Those are the areas for which the Planning Commission has direct responsibility. Director Callahan and Prosecuting Attorney Braden answered the commissioners' questions. The commissioners decided that they would review the documents and be prepared to discuss and finalize them at the June 30, 2022 workshop.

B. Discussion of Public Hearing Process

Since some commissioners have never attended a public hearing, Chair Levine reviewed the Public Hearing process to let them know what to expect. He explained that after the hearing is opened up, Director Callahan will present a brief overview of the cases that will be reviewed and answer any questions from the Planning Commissioners. The next step is the Public comment period and once all comments have been heard, a motion to close the public hearing will be made. At that time, the Planning Commission will move into deliberations and decide to approve the code amendment as submitted, approve with changes or reject it in total. Chair Levine emphasized that when commissioners vote they may provide an explanation for why they chose to vote in a certain way. This information could be useful to the County Commissioners during their deliberations.

Announcements:

- A Public Hearing is scheduled for June 23, 2022. It will begin at 6:00 p.m. The following items will be considered:
  - Amendment to the ACI Agreement with the City of Hauser
  - Subsurface Sewage Disposal Supersedes and Replaces Emergency Ordinance NO. 2022-574

- Possible Future Workshop Topics:
  - Minor Subdivision
  - Stakeholder Plan for Tribe Rezone Request
  - Cougar Gulch Rezone Request
  - Comprehensive Plan Policy to conduct Neighborhood Meetings prior to development
  - Comprehensive Plan Policy to revise Home Based Businesses
- Upcoming Meeting Schedule
  - June 30 to finalize Impact Fees
  - July 28<sup>th</sup> for potential Public Hearing
  - Other meetings dates for July will be determined based on workload needs.

Workshop adjourned at 2:32 p.m.