

MINUTES  
KOOTENAI COUNTY  
PLANNING AND ZONING COMMISSION  
June 30, 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 Levine  
Barry Stearns  
Cheri Zao  
Deborah Rose  
Madeline David

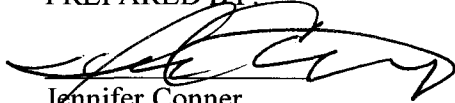
Staff Members Present:

David Callahan  
Jennifer Conner  
Reba Grytness  
Ben Tarbutton  
Pat Braden

Planning Commission Absent

David Dean

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 30, 2022 at 1:30 p.m.

Roll Call of Planning and Zoning Commissioners:

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

Approval of June 16, 2022 minutes:

Chair Levine asked for changes to the workshop minutes. A motion to approve the workshop minutes of June 16, 2022 was made by Commissioner Stearns and seconded by Commissioner Glader. All voted aye by a voice vote and the motion passed.

Workshop Agenda Items:

A. Review Fire District Impact Fee Draft Documents

Chair Levine indicated that the Comprehensive Plan needs to be updated in order to implement the proposed Fire District impact fees. The commissioners reviewed the Element (r) – Capital improvements and impact fees and Appendix documents. Director Callahan and Prosecuting Attorney Braden answered the commissioners' questions and clarified several points. Based on those discussions, the commissioners made several recommendations that will be incorporated in the final draft document. The Public Hearing is scheduled for July 28<sup>th</sup>, 2022 at 6:00 p.m..

B. Discussion on Succession Planning

Chair Levine stated that previous planning commissions discussed the need to have a plan in place to identify future Chair and Vice-Chair candidates. This need has not been as critical in the past because of the tenure of the planning commissioners and the continuity of those serving in the Chair and Vice-Chair positions. Chair Levine added that with three new commissioners and the possibility of more turnover, it is more important to start thinking about next year's succession plan. As of now the current plan has Vice-Chair David assuming the Chair role in 2023. Chair Levine asked each commissioner to think about moving into the Vice-Chair position. He provided a copy of the Chair's responsibilities to help explain the workload associated with that position. Commissioners were asked to contact Chair Levine, Vice-Chair David or Director Callahan if they would like additional information.

C. Discussion on Future Workload Plans

Based on input from Director Callahan and Prosecuting Attorney Braden, the commissioners will review proposed Minor Subdivision changes at their July 21, 2022 Workshop. The remaining projects will be addressed as draft documents are completed or additional information becomes available.

The commissioners discussed the feedback they received at the recent Public Hearing regarding the concerns from members of the public and the Greensferry Water and Sewer District representatives. Director Callahan and Prosecuting Attorney Braden responded to the questions and provided additional information that helped clarify the situation.

Announcements:

- Next Workshop is scheduled for July 21, 2022. Agenda items include:
  - Minor Subdivision Amendment
  - Future Workload Plans
- Possible Future Workshop Topics:
  - 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

Workshop adjourned at 2:43 p.m.