

WORKSHOP MINUTES
KOOTENAI COUNTY
PLANNING AND ZONING COMMISSION
SEPTEMBER 8, 2022 1:30 P.M.
Room 1A/B and Virtual via Zoom
451 Government Way, Coeur d'Alene, ID
83814

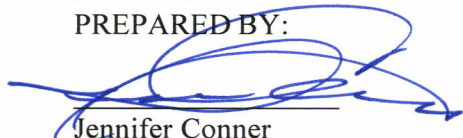
Planning Commissioners Present

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

Staff Members Present:

Ben Tarbutton
Vlad Finkel
Pat Braden-Zoom
Jennifer Conner
Reba Grytness
Amy Hilland
Rebecca Perkins

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 September 8, 2022 at 1:30 p.m.

Change to the Agenda:

Chair Levine said that due to Director Callahan's absence, we will need to defer some of the listed agenda items.

Approval of August 11, 2022 Workshop Minutes:

Chair Levine asked for changes to the workshop minutes. A motion to approve the workshop minutes of August 11, 2022 was made by Commissioner Stearns and seconded by Commissioner Rose. All voted aye by a voice vote and the motion passed.

Workshop Agenda Items:

1. Coeur d'Alene Tribe Rezone Open House Feedback and Next Steps

Planning Manager Ben Tarbutton provided a high-level overview of the feedback received from the Zoom open house held last month. The item will be added to a future workshop agenda for a more comprehensive discussion.

2. Cougar Gulch Rezone Open House Feedback and Next Steps

Planning Manager Ben Tarbutton provided feedback from the open house held last month. The item will be added to a future workshop agenda for a more comprehensive discussion.

Chair Levine said it would be helpful if Community Development could prepare a report that would provide the following information:

- Purpose of the rezone request, including an updated proposed rezoning map.
- Overview of the proposed ordinance, including number of properties in favor and the number that oppose the proposed rezone request.
- Summary of Comprehensive Plan goals or policies that support this request.
- How the proposed change will achieve the objective of the rezone request.

3. Minor Subdivision Code Amendment

Chair Levine explained that the objective today is to afford commissioners the opportunity to discuss what changes were made to the minor subdivision regulation in 2016, the unintended consequences of that change and how the proposed regulations will address those concerns. He added that it is important that commissioners have a clear understanding of the problem the code amendment is meant to solve and to agree that the current proposal is the best way to solve the problem.

Planning Manager Ben Tarbutton and Planner III Vlad Finkel briefed the commissioners on the change made in 2016 that modified the road access standards required and removed the cap on the maximum number of divisions allowed for an original parcel. These changes effectively created the density of a major subdivision without requiring the major subdivision process and related infrastructure improvements. The proposed code amendment is intended to prevent developers from circumventing the Major Subdivision process and standards that would require necessary infrastructure.

The commissioners discussed whether the current proposal would solve the infrastructure concerns because people could create the same density without the access improvements by adhering to the proposed timeframes. Also discussed was the possibility that the "first come, first served" application process could create ill will between neighbors and with Community Development staff. The family division proposal was reviewed and commissioners discussed the pluses and minuses of such a policy.

Planning Manager Ben Tarbutton, Prosecuting Attorney Pat Braden, Planner III Vlad Finkel and Planner II Rebecca Perkins answered the commissioners' questions and clarified several points. They also offered additional options that the commissioners could consider, including reverting to pre-2016 Minor Subdivision code that would require access to meet certain standards or reducing the number of lots permitted through the minor subdivision process. The commissioners agreed to continue their discussion of this subject at next week's workshop. Chair Levine asked the commissioners and staff to think about recommendations that would provide the desired results.

4. Comprehensive Plan Policy Work Plans

This item was deferred.

5. Public Hearing schedule & topics

This item was deferred.

Announcements:

1. Schedule next workshop and decide topics
 - a. Next workshop is scheduled for September 15, 2022 at 1:30 p.m. Agenda items to include: Discussion of Minor Subdivision Code Amendment and Discussion on Cougar Gulch and Coeur d'Alene Tribe Rezone requests.
 - b. Public Hearing scheduled for September 22, 2022 at 6:00 p.m. to hear case number ORA22-0003 Fire Districts and EMS System Impact Fees.
 - c. Tentative Workshops scheduled for October 6, 13 and 20 at 1:30 p.m., depending on workload requirements.
 - d. Tentative Public Hearing scheduled for October 27, 2022 at 6:00 p.m.
2. Chair Levine reminded commissioners the County will be announcing the process to fill advisory board vacancies shortly. Terms for Commissioners Rose, Stearns and David conclude this year and they will need to reapply should they wish to continue. Chair Levine said that it may be an appropriate time for commissioners whose terms do not expire this year, but are considering stepping down, to make that decision now. County Commissioners would then be free to fill those vacancies during the normal application review process.
3. Chair Levine recapped possible future workshop topics including:
 - o Comprehensive Plan Policy for conducting neighborhood meetings for residential and commercial development.
 - o Comprehensive Plan Policy to revise Home-Based Businesses
 - o Determine the next set of Comprehensive Plan policies to be addressed

Workshop adjourned at 3:16 p.m.