

WORKSHOP MINUTES

KOOTENAI COUNTY
PLANNING AND ZONING COMMISSION

OCTOBER 27, 2022 1:30 P.M.

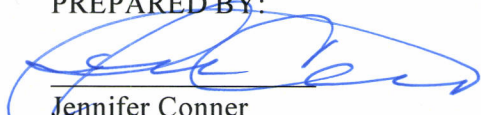
Planning Commissioners Present

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

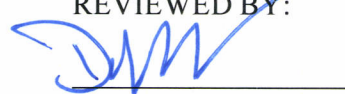
Staff Members Present:

Ben Tarbutton
Vlad Finkel
Pat Braden-Zoom
Jennifer Conner
David Callahan
Amy Hilland

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 October 27, 2022 at 1:31 p.m.

Roll Call of Planning and Zoning Commissioners:

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

Change to the Agenda:

Chair Levine asked if anyone had changes to the agenda. No changes to the agenda were requested.

Approval of September 15, 2022 Workshop Minutes:

Chair Levine asked for changes to the workshop minutes. A motion to approve the workshop minutes of September 15, 2022 was made by Commissioner Rose and seconded by Commissioner Dean. All voted aye by a voice vote and the motion passed.

Approval of September 22, 2022 Public Hearing Minutes:

Chair Levine asked for changes to the Public Hearing minutes. A motion to approve the Public Hearing minutes of September 22, 2022 was made by Commissioner Zao and seconded by Commissioner Dean. All voted aye by a voice vote and the motion passed.

Workshop Agenda Items:

1. Cougar Gulch Rezone

Director Callahan explained that this request is a legislative matter and any decision made by the Planning Commission must be consistent or at least not inconsistent with the Comprehensive plan. Aaron Qualls from the SCJ Alliance presented his review of the Kootenai County 2020 Comprehensive plan to determine if a zoning change from “Agricultural Suburban” to “Rural” would be in accordance with Comprehensive Plan Policies and generally consistent with the future land use map contained in the Comprehensive Plan. His review outlined why the governing documents would generally be supportive of the requested change.

In response to questions from the Planning Commissioners, both Staff and Mr. Qualls provided additional information. Staff will provide the number of non-conforming parcels and draft the ordinance to ensure property owners of these parcels will have the same rights as they have today. After completing their discussions, the Commissioners agreed to move forward with the Public Hearing scheduled for November 15, 2022.

2. Coeur d'Alene Tribe Rezone

This item was deferred.

3. Minor Subdivision Code Amendment

The Commissioners continued their discussions on changing the minor subdivision regulations to support the objective of preventing developers from circumventing the Major Subdivision process and standards and providing necessary infrastructure. The Commissioners supported the proposal under consideration that would reduce to two the number of lots permitted through the Minor Subdivision process. Planning Manager Ben Tarbutton reviewed the current administrative steps necessary to approve a Minor and Major subdivision application, fee structures and access road standards. Community Development staff answered the commissioners' questions and clarified several points. The Commissioners agreed that the next step would be for Staff to identify potential burdens the new code would impose, how a streamlined administrative process would work and draft code language. The Commissioners will continue their discussion at an upcoming workshop.

Announcements:

1. Meeting schedule
 - a. November 10th - The Working Group of the Regional Housing & Growth Issues Partnership meeting begins at 5:30 p.m. The meeting will be held at the County Office
 - b. November 10th - Tentative Workshop scheduled
 - c. November 15th - Public Hearing to consider Cougar Gulch Zoning changes
2. November 17 - Tentative Workshop scheduled
3. Chair Levine mentioned that we will need to use one of our December Workshops to review new applications to serve on the planning commission. Three commissioners' terms expire this year. Chair Levine will send the applications to everyone as they become available.
4. Chair Levine explained that the Planning Commission will need to elect a Chair and Vice-Chair in January. Vice-Chair David, if reappointed, is willing to serve as Chair. He asked commissioners to contact him or Vice-Chair David if they are interested in the Vice-Chair role.
5. Chair Levine recapped possible future workshop topics, including:
 - Comprehensive Plan Policy for conducting neighborhood meetings for residential and commercial development
 - Comprehensive Plan Policy to revise Home-Based Businesses
 - Determine the next set of Comprehensive Plan policies to be addressed

Workshop adjourned at 3:05 p.m.