

MINUTES
KOOTENAI COUNTY
PLANNING AND ZONING COMMISSION
February 10, 2022 1:30 p.m.
Room 1 and Virtual Workshop
451 Government Way, Coeur d'Alene, ID
83814

Planning Commissioners Present

Madeline David
David Dean
David Levine
Paul Glader
Cheri Zao

Staff Members Present:

Ben Tarbutton
Pat Braden (on Zoom)
Crystal Garner
Betsy Anderson

Planning Commissioner on Zoom

Deborah Rose

MINUTES
PREPARED BY:

Crystal Garner
Deputy Clerk

MINUTES
REVIEWED BY:

David Levine
Chair



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

Chair Levine called the workshop to order for February 10, 2022 at 1:30 p.m.

Roll Call of Planning and Zoning Commissioners:

- Present: David, dean, Glader, Zao, Levine, and Rose (via Zoom)
- Absent: Stearns

Approval from November 18, 2021 minutes:

This agenda item was deferred until the next workshop, scheduled for February 24, 2022.

Workshop Agenda Items:

A. Election of officers.

Chair Levine indicated that the Planning Commission Bylaws state that the chair and vice chair should be elected at the first meeting of the year. He stated that Commissioner David has requested to be a candidate for Vice-Chair. Commissioner Levine asked that he be considered for Chair. Chair Levine asked if any other commissioner sought nomination. No other commissioner expressed an interest in such a role.

Chair Levine asked for nominations for the Planning and Zoning Commission Chair. A motion was made by Commissioner Dean to nominate Commissioner Levine for the role of Chair, seconded by Commissioner Glader. The motion passed unanimously by voice vote.

Chair Levine asked for nominations for Planning and Zoning Commission Vice-Chair. A motion was made by Commissioner Glader to nominate Commissioner David for the role of Vice-Chair, seconded by Commissioner Rose. The motion passed unanimously by voice vote.

Chair Levine mentioned the need for Commissioners to consider future opportunities to move into the Chair and Vice-Chair positions.

B. Discussion on Home Based Business Code

Vice-Chair David reviewed the draft Home-Based Business Document. She explained the reason for reviewing the current code, some of the objectives that the Planning Commission was hoping to accomplish, and answered questions.

The commissioners discussed some of the requirements that have been set and if those standards were the best way to measure the impact that Home Based Businesses would have on the community. Some areas discussed were the number of employees allowed to support the activity, the number of weekly deliveries, the reason for the Home-Based Business Minor and Major categories.

Vice-Chair David also reviewed standards proposed for Agricultural Support and Agri-Tainment categories. Planning Manager Ben Tarbutton discussed some examples in the current code that should be considered as the Planning Commission works on updating the Home-Based Business code. He will provide information to

the commissioners prior to the next workshop. Commissioners will discuss proposed changes at the next workshop.

C. Discussion of Comprehensive Plan Policy Next Steps

Chair Levine explained that the Comprehensive Plan Policy Status document listed all the policies, which ones have been completed, deferred or are currently active. The commissioners were asked to review the document and be ready to prioritize which policies they believe the planning commission should address next. When deciding which policies to start working on, the commissioners were asked to consider the limited availability of Community Development resources.

Announcements:

- Next workshop is scheduled for either February 24, 2022 at 1:30pm.
- Future workshop agenda items:5
 - 1) Approval of November 18, 2021 minutes
 - 2) Approval of February 10, 2022 minutes
 - 3) Discussion of VRBO
 - 4) Discussion of Home Based Business
 - 5) Discussion Future Workload Plans

Workshop ended at 2:58 p.m.