

MINUTES  
KOOTENAI COUNTY PLANNING AND ZONING  
COMMISSION WORKSHOP  
April 18, 2019 - 1:00 P.M.  
Room 2, County Administration Building,  
451 Government Way, Coeur d'Alene, ID  
83814

Planning Commissioners:

Present:

Bob Grossglauser  
Collin Coles  
David Levine  
John Malloy  
John McFaddin  
Deborah Rose

Absent:

Wes Hanson

MINUTES

PREPARED BY:

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Kathryn Ford  
Deputy Clerk

Staff Member Present:

David Callahan  
Kathryn Ford  
Amy Hilland  
Mary Shaw

MINUTES

REVIEWED BY:

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David Levine  
Chair



The workshop was called to order at 1:00 p.m. The Planning and Zoning Commission is an advisory board to the Board of County Commissioners.

The official record of the workshop is on a DVD recording available at Kootenai County Community Development.

Chair Levine called the workshop to order at 1:00 p.m. All Planning Commissioners were present except for Commissioner Hanson.

Chair Levine asked for changes to the minutes. No changes were offered. Motion to approve the workshop minutes of March 28, 2019 was made by Commissioner Grossglauer and seconded by Commissioner McFaddin. All voted aye by a voice vote.

### **Workshop Agenda Items:**

#### Comprehensive Plan Outreach Discussion:

Chair Levine gave an update on several changes that have been made to the information on the KeepingKootenai.com website. Based on Commissioner McFaddin's research, it was discovered that Idaho State planning law uses the term *components* rather than *elements*. Reference was removed to Idaho state planning law on page 1 of the update to correct this oversight. Commissioner Rose received feedback that people were having trouble accessing the comment form. Taryn Thompson added a button on the contact us page to use if the form does not load due to browser issues.

Community Development staff created comment forms, posters, etc., for the community meetings. The Commissioners reviewed and approved the posters that will be displayed and recommended adding one that would explain the process that will be used during the public comment period. The goal is to keep these sessions as informal as possible to help the public feel comfortable sharing their views.

Chair Levine recapped the proposed plan to document public comments. He requested volunteers to review the comments to verify that they pertain to the comprehensive plan update and to determine under which element the comment should be captured. Commissioners Rose and Grossglauer volunteered to work with Chair Levine and Director Callahan to determine how to categorize the comments. The comment report will begin with a section for general comments and then have a section for each element. Comments not related to the comprehensive plan update will be recapped under an *other comments* section. Additional sections will be added as needed. The first public comment subcommittee meeting will be on May 2, 2019. Community Development will make copies of all public comments received as of that date for the meeting participants.

Commissioner Coles suggested that public comments are updated on the KeepingKootenai.com site as quickly as possible. Director Callahan will work with Taryn Thompson to see how best this can be accomplished.

#### Omnibus III Discussion:

Director Callahan will present the Planning Commission's recommended changes to Omnibus III to the County Commissioners next week. Based on that discussion, we will determine the public hearing schedule. Director Callahan also discussed the possibility of using the same public hearing to handle proposed changes to Flood Plain regulations. The Commissioners would need time to review the Flood Plain proposed changes and hold workshops to discuss and ask questions.

#### Announcements:

Commissioners agreed to schedule a workshop on May 2, 2019 to debrief from the public forum held on April 25, 2019.

Workshop was adjourned at 1:56 p.m.