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

Planning Commissioners: Staff Member Present:
Present: David Callahan
Collin Coles   Sandi Gilbertson
Bob Grossglauser   Mary Shaw
Wes Hanson
David Levine
John Malloy
John McFaddin
Deborah Rose

MINUTES   MINUTES
PREPARED BY: REVIEWED BY:

_____   _____
Sandi Gilbertson   David Levine
Deputy Clerk   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 for May 2, 2019 at 1:00 p.m.

All Planning and Zoning Commissioners were present.

Minutes Approval from April 18, 2019 Workshop:
Chair Levine asked for changes to the minutes. No changes were offered. Motion to approve the workshop minutes of April 18, 2019 was made by Commissioner Coles and seconded by Commissioner Malloy. All voted aye by a voice vote.

Minutes Approval from April 25, 2019 Community Meeting:
Chair Levine asked for changes to the minutes. No changes were offered. Motion to approve the Community Meeting minutes of April 25, 2019 was made by Commissioner Coles and seconded by Commissioner Grossglauser. All voted aye by a voice vote.

Debrief Community Meeting April 25, 2019:

Overall, the Commissioners felt the April 25th community meeting met their expectations. The following ideas were suggested that may enhance public feedback or provide helpful information:
•   Update the KeepingKootenai.com website with a flowchart that explains the comprehensive plan update approval process, ending with the public hearing before the County Commissioners.
•   Shorten the comment form that will be used by the public and develop a new form for the Planning Commissioners to use during the public comment period.
•   Develop a weekly press release that highlights one of the proposed element goals, objectives and policies.

The Commissioners also discussed the meeting format and reemphasized the need to communicate the many ways by which the public can provide their feedback and how that feedback will be used. A reminder to the public that it would be helpful if they could be specific in identifying the element or page they are referring to when they speak. Commissioners Rose, Grossglauser and Levine met with Director Callahan to review the public comments that have been received and determined where to place them in an updated document. Chair Levine mentioned that this exercise is more difficult than anticipated. He suggested that the comments may not always refer to a specific goal, objective or policy but may be shown as a general comment under an element. It was agreed that the important thing is to capture all the public feedback in the public comment report. Placement of comments may be adjusted when the Planning Commissioners review the entire document.

Omnibus III Discussion:
Director Callahan presented the Planning Commission's recommended code deferral items for Omnibus III to the County Commissioners (BOCC). The BOCC agreed with the recommended changes and told Director Callahan to proceed. Director Callahan also mentioned the need to hold public hearings for the Planning Commission and BOCC to handle proposed changes to Flood Plain regulations.

There was discussion on how to handle the workload associated with the Comprehensive Plan Update, Omnibus III and Flood Plain projects. Commissioner Grossglauser felt it was important that the time be spent necessary to complete the review and make recommendations for all three projects. The Commissioners generally agreed that multiple projects could be worked on at one time.

Announcements:
•   Discussion followed about who would attend The Risk Manager and the Law training in Moscow. Chair Levine will attend the training session and report back at a future workshop.

Workshop was adjourned at 1:55 p.m.