



BOUNDARY COUNTY PLANNING AND ZONING

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PLANNING & ZONING COMMISSION

MINUTES of June 22, 2023, Public Meeting

Boundary County Annex (former Armory Building) at 6566 Main St., Bonners Ferry, ID 83805

P&Z Members in attendance:

- Caleb Davis, Chair Wade Purdom, Co-Chair David Hollabaugh John Cranor
- Rob Woywod Scott Fuller Bill Benage
- Adam Isaac Ron Self

Chair Davis called the meeting to order at 5:31 p.m. Roll call: Commission members present are noted with an “X” in the boxes above. Also in attendance: Acting Zoning Administrator Clare Marley, Assistant Contract Planner Tessa Vogel, and members of the public.

Consent Agenda: Commissioner Self moved, and Commissioner Cranor seconded the motion, to approve the May 25, 2023, minutes. The Chair declared the motion approved on a voice vote, with Commissioners Davis and Fuller abstaining. Commissioner Purdom arrived after the vote.

Request for Extension: Elena and Viorel Negoii are requesting a two-year time extension to their approved lot size minimum variance. The variance will expire July 22, 2023, if the extension is not granted. Ms. Marley provided a brief summary of the variance.

MOTION: Commissioner Cranor moved, and Commissioner Self seconded the motion, to approve a two-year time extension for the lot size minimum variance. The Chair declared the motion approved on a unanimous voice vote. The variance will expire July 22, 2025.

Public Hearing: FILE 23-0059, TEXT AMENDMENT, BOUNDARY COUNTY has initiated an amendment to the Boundary County Zoning & Subdivision Ordinance to define dwelling, update the residential definition to include the various types of residential structures, and to define accessory dwelling units (ADUs) as both attached and detached. The Boundary County Planning & Zoning Commission will make a recommendation to the Boundary County Board of County Commissioners, who will make the final decision at a later date.

MOTION: Commissioner Self moved, and Commissioner Woywod seconded the motion, to continue File #23-0059 to 5:30 p.m. July 27, 2023, to allow additional time for noticing to taxing districts. The Chair declared the motion approved on a unanimous voice vote.

Public Hearing: FILE 23-0035, LONG PLAT, COMMERCIAL/INDUSTRIAL/MIXED-USE SUBDIVISION, SCOTT & ANGELA HITTLE are requesting preliminary plat approval of Hittle Acres Subdivision, a commercial/industrial/mixed-use subdivision of a 19.84-acre parcel into four, 4.96-acre lots. The site is in the Commercial/Light-Industrial zone. The parcel is located at 258 Tonka Way and is identified as Assessor’s Parcel RP62N01E133750A in Section 13, Township 62 North, Range 1 East, B.M. The Boundary County Planning &

Zoning Commission will make a recommendation to the Boundary County Board of Commissioners, who will make the final decision at a later date.

The Chair called for any disclosures or conflicts of interest. None were announced.

Assistant Planner Vogel summarized the hearing procedures and provided a summary of the proposal and applicable land use code sections.

Applicant Scott Hittle provided testimony on his reasons for the subdivision request to allow development of the commercial/industrial land. No public testimony was given. The Chair closed the hearing and called for deliberations.

MOTION: Commissioner Benage moved, and Commissioner Woywod seconded the motion, to recommend approval of the preliminary plat for Hittle Acres Subdivision, a proposed commercial/industrial subdivision, File #23-0035, finding that the preliminary plat IS in accord with the applicable zoning and subdivision standards of the Boundary County Zoning and Subdivision Ordinance, based upon the findings, conclusions, and conditions as written in the staff report. This action does not result in a taking of private property.

The Chair declared the motion approved on a unanimous voice vote.

Public Workshop:

Planners Marley and Vogel provided discussion points on the private road standards, subdivision lot design, and current code enforcement provisions. Staff shared the Boundary County road classification standards and intersection design requirements, The planners suggested options to consider for minimum new private subdivision road standards, including:

- A definition of a private road to match the county road definition of serving three or more parcels or residents;
- A requirement to meet county road standard design for approaches where new private roads intersect the existing county road;
- An unobstructed travelway width of a minimum 20 feet;
- Vertical clearance of not less than 13.5 feet;
- An easement width minimum of 30 feet, but sufficient for drainage, snow storage; or shoulders;
- Slopes not to exceed to 8%;
- Developer to provide stop signs at public road intersections with new subdivision roads;
- Completion of new private roads before the final plat is recorded.

Commissioner Fuller advised that he had to leave the meeting at 6:48 p.m.

Ms. Vogel reviewed subdivision design examples and suggestions. The staff also covered the existing code enforcement section and current procedures. The Commission agreed with keeping the two-letter process for advising a landowner of a potential violation. The staff advised that they are meeting with the county civil counsel to review certain aspects of the current code and will report back at the July workshop.

Adjournment: Commissioner Purdom moved, and Commissioner Self seconded the motion, to adjourn the meeting. The Chair declared the motion approved on a unanimous voice vote and adjourned at 7:12 p.m.



Caleb Davis, Chair
Boundary County Planning & Zoning Commission



Date: