



**BOUNDARY COUNTY PLANNING AND ZONING**

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**PLANNING & ZONING COMMISSION**

**MINUTES of September 22, 2022 Public Meeting**

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

P&Z Members in attendance:

- |  |   |   |   |
|--|---|---|---|
| <input checked="" type="checkbox"/> Caleb Davis, Chair | <input checked="" type="checkbox"/> Wade Purdom, Co-Chair | <input type="checkbox"/> David Hollabaugh | <input checked="" type="checkbox"/> John Cranor |
| <input checked="" type="checkbox"/> Rob Woywod         | <input checked="" type="checkbox"/> Scott Fuller          | <input type="checkbox"/> Tim Heenan       |   |
| <input checked="" type="checkbox"/> Adam Isaac         | <input checked="" type="checkbox"/> Ron Self              |   |   |

Chair Davis called the meeting to order at 5:30 p.m. Roll call: Commission members present are marked with an "x" in the boxes above.

Consent Agenda:

Commissioner Self moved, and Commissioner Woywod seconded the motion, to approve the August 25, 2022, minutes. The Chair declared the motion approved on a unanimous voice vote.

Workshop:

**Dwelling Definition and Use Discussion**

Acting Zoning Administrator Clare Marley provided a review of the July and August 2022, Planning & Zoning Commission public meetings. Assistant Planner Tessa Vogel reviewed examples of floor plans the Boundary County Planning & Zoning Department has received, emphasizing why it is important for the County to have a strong "dwelling" definition. Ms. Marley and Ms. Vogel discussed with the Commission their views of a dwelling definition, including aspects of a structure that are required to make it a dwelling, such as cooking facilities, bathroom, sink, etc. The topic of the need for a physical address for landowners was discussed and how this process could be improved. Examples of definitions of a dwelling were reviewed and a draft definition was created by the Commission to review and expand on at a later meeting. The group asked for additional information on the state minimum size standards for a dwelling. The current multi-structure residential use definition and allowance for more than one home on a single parcel of land through the conditional use permit process were discussed. The Commission determined the topic needed further discussion at a future meeting.

**Text Amendment Discussion**

Ms. Marley provided a brief overview of a proposed text amendment initiated by the Board of Commissioners to:

- Establish effective dates for the official zoning map and subdivision standards;
- Amend the definition of non-conforming parcel or lot to provide clarity on their status;
- Confirm that legal, non-conforming parcels or lots are eligible for development permits; and
- Confirm that a lot or parcel shall be considered compliant if the county has granted a development permit and development has occurred,

The Commission discussed which dates would be best and determined that the final date would be discussed at the Planning & Zoning Commission public hearing for the proposal, possibly the October 2022 hearing.

During the text amendment discussion for proposed changes to Section 17, the Commission members voiced concerns regarding changes they had worked on previously but did not appear to be adopted, including work on urban subdivisions and other portions of Section 11 (Subdivisions). Ms. Marley asked the Commission members if they would like that ordinance change re-activated to be completed. The Commission agreed they would want to have the Section 11 text amendment included. Ms. Marley stated that planning staff would work on a Section 11 text amendment file based on the previous work completed by the Commission.

**Adjournment:** Commission Isaac moved to adjourn. Commission Self seconded the motion. The Chair declared the motion passed on a unanimous voice vote. The meeting adjourned at 7:29 p.m.

 10/27/2022

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Caleb Davis,  
Boundary County Planning & Zoning Commission Chair