



BOUNDARY COUNTY PLANNING AND ZONING

Street address: 6447 Railroad St., Suite D, Bonners Ferry, ID 83805 Mailing address: PO Box 419, Bonners Ferry, ID 83805
Phone (208) 267-7212 www.boundarycountyid.org (web page)

PLANNING & ZONING COMMISSION

MINUTES OF OCTOBER 23, 2025, PUBLIC MEETING

Boundary County Annex at 6566 Main St., Bonners Ferry, ID 83805

ATTENDANCE:

Chair Caleb Davis: ☒ Present, ☐ Excused, ☐ Absent

Rob Woywod: ☒ Present, ☐ Excused, ☐ Absent

John Cranor: ☒ Present, ☐ Excused, ☐ Absent

Bill Benage: ☒ Present, ☐ Excused, ☐ Absent

Co-Chair Wade Purdom: ☒ Present, ☐ Excused, ☐ Absent

Scott Fuller ☒ Present, ☐ Excused, ☐ Absent

Adam Isaac: ☒ Present, ☐ Excused, ☐ Absent

ROLL CALL: Chair Davis called the meeting to order at 5.30 p.m. Roll call: Commission members' attendance is noted above. Also in attendance: Contract Planner Tess Vogel, Planning & Zoning Administrator Ben Jones, and members of the public.

CONSENT AGENDA: Commissioner Fuller moved to approve the September 25, 2025 minutes, and Commissioner Cranor seconded the motion. The Chair declared the motion approved on a voice vote of 6-0-1, with Commissioner Woywod abstaining.

PUBLIC HEARING: FILE #25-0126, CONDITIONAL USE PERMIT, CABINET MOUNTAINS WATER DISTRICT is requesting a conditional use permit for an elevated drinking water storage tank to be located on a 1.729-acre parcel. The subject site is zoned Rural Residential and is located off Blue Sky Road. Section 15.10.5.1. of the Boundary County Land Use Code requires a conditional use permit for all Moderate Class Uses when located less than 500 feet from an existing residence in the Rural Residential zone. Towers taller than 100 feet but less than 150 feet are classified as Moderate Class Uses, per Section 15.4.9. The proposed water tank is about 137 feet tall. The subject parcel is identified as Assessor's Parcel RP62N01E359322A in Section 35, Township 62 North, Range 1 East, B.M.

DISCLOSURES/CONFLICTS OF INTEREST: None.

STAFF PRESENTATION: Mr. Jones explained the hearing procedures and provided an overview of the proposal.

Co-Chair Commissioner Purdom entered the meeting at 5:34 p.m.

APPLICANT PRESENTATION: Applicant representative Jeremy Davy clarified the south setback was 50 feet, and spoke about the project having its funding secured as well as being the best place on the property after careful consideration. Mr. Davy also stated the water district had been working with the neighbors, as well as the providers of the utilities that had infrastructure running through the property. Mr. Davy asked why the requirement of obtaining a placement permit was needed after obtaining a conditional use permit. Mr. Jones answered it was needed as the placement permit would be for the structure itself, while the conditional use permit would be for the use. Mr. Davy asked why they were being asked to obtain a placement permit after doing other similar projects. Ms. Vogel answered the ones that were in buildings might be considered an accessory structure, while this case is for the primary structure. Mr. Davy answered the Commission's question on structures in the fall zone, stating the nearest house was 300-500 feet away.

PUBLIC TESTIMONY: None.

APPLICANT REBUTTAL: Mr. Davy requested condition number 9 be amended to allow for signs related to safety.

DELIBERATION/DISCUSSION: The Chair closed the public hearing, and the Commission began deliberations. The Commission members discussed the fall zone and nearby uses.

MOTION: Co-Chair Purdom moved, and Commissioner Cranor seconded the motion, to approve the conditional use permit to allow for an approximately 137-foot tower within 500 feet of an existing residence and the setbacks as shown on the site plan, file #25-0126, and direct staff to prepare written findings, a reasoned decision, and terms and conditions of approval, finding that the proposal IS in accord with the standards of Idaho Code and Section 7 of the Boundary County Zoning & Subdivision Ordinance, based upon the findings as written and conditions as amended to amend Condition #9 to allow for safety signs and read into the record by staff and based upon the reasons as read into the record. This action does not result in a taking of private property.

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

Chair Davis declared a recess at 5:56 p.m. The meeting was resumed at 6:01 p.m.

PUBLIC HEARING: FILE #25-0051, CONDITIONAL USE PERMIT, HERITAGE FOUNDATION, LLC is requesting a conditional use permit for commercial/light industrial uses within a primary structure exceeding 15,000 square feet to allow for a primary commercial and manufacturing production facility structure on an 11-acre parcel. The subject site is zoned Commercial/Light Industrial and is located at 510428 Highway 95. Section 15.14.5.1. of the Boundary County Land Use Code requires a conditional use permit for all commercial and light industrial uses with a primary structure exceeding 15,000 square feet in the Commercial/Light Industrial zone. The parcel is identified as Assessor's Parcel RP62N01E116602A in Section 11, Township 62 North, Range 1 East, B.M. This file was continued from the August 28, 2025, Planning & Zoning Commission meeting to allow for additional noticing regarding the increase in the total square footage of the proposed building.

DISCLOSURES/CONFLICTS OF INTEREST: None.

STAFF PRESENTATION: Ms. Vogel explained the hearing procedures and provided an overview of the proposal. Ms. Vogel answered the Commission's questions on whether there was anything controlling the storage of hazardous materials outdoors in the Boundary County Land Use Ordinance. Ms. Vogel also answered the Commission's questions regarding standards for lighting in the airport flight pattern zone.

APPLICANT PRESENTATION: None.

PUBLIC TESTIMONY: None.

APPLICANT REBUTTAL: Applicant David Byler answered the Commission's question regarding how the company processes metal.

DELIBERATION/DISCUSSION: The Chair closed the public hearing, and the Commission began deliberations. The Commission members discussed the hydrant proposed to be installed and whether or not a condition mandating it was needed. The Commission members also discussed lighting plans.

RE-OPENING OF PUBLIC TESTIMONY: Chair Davis re-opened public comment to ask Mr. Byler about installing the fire hydrant and storage of materials outside the building. Mr. Byler answered there were plans to install the hydrant and

there would be no storage of materials outside, respectively. Mr. Byler also answered the Commission's question for the lighting plan that it would be standard commercial lighting. The Commission also asked Mr. Byler if he would mind all of these being conditions in the permit, to which Mr. Byler responded he would be fine with that.

PUBLIC TESTIMONY: None.

DELIBERATION: The Chair closed the public hearing, and the Commission began deliberations.

MOTION: Commissioner Purdom moved, and Commissioner Woywod seconded the motion, to approve the conditional use permit for a commercial and industrial structure that exceeds 15,000 square feet, file #25-0051, and direct staff to prepare written findings, a reasoned decision, and terms and conditions of approval, finding that the proposal **IS** in accord with the applicable zoning and subdivision standards of the Boundary County Land Use Ordinance, based upon the findings as written and the conditions as amended to add conditions #12 and #13 as read into the record by staff, and based upon the reasons as read into the record during deliberations. This action does not result in a taking of private property.

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

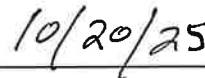
BYLAWS: Ms. Vogel provided a new draft of the proposed bylaws the Commission reviewed. Commission members noted minor comments regarding titles.

UPDATES & ANNOUNCEMENTS: Ms. Vogel advised Commission members a conditional use permit is scheduled for their November 20th meeting and that the Board of County Commissioners would like to have a joint meeting.

ADJOURNMENT: Chair Davis declared the meeting adjourned at 7:08 p.m.



Caleb Davis, Chair
Boundary County Planning & Zoning Commission



Date:

