

Minutes of Meeting
Bret Keast & Planning Commission
April 22, 2013
3:00 p.m.

The Kootenai County Board of Commissioners: Chairman Pro Tem Dan Green and Commissioner Jai Nelson met to discuss the following agenda items. Also present were Kendig Keast President Bret Keast, Community Development Director Scott Clark, Community Development Planning Manager Mary Ausburn, Planning Commission Chairman Wes Hanson, Planning Commission Vice Chairman Collin Coles, and Planning Commission Members Linda Fillios, Martha Cook, and John Malloy, and Deputy Clerk Brandie Bradley. Chairman Todd Tondee was excused.

- A. Call to Order:** Chairman Pro Tem Green called the meeting to order at 3:03 p.m.
- B. Introductions:** There were no introductions made.
- C. Changes to the Agenda:** There were no changes made to the agenda.
- D. Old Business:** There was no old business discussed.
- E. New Business:**

Kendig Keast President Bret Keast opened the meeting by providing an overview of his company and outlining their roles regarding development of the Unified Land Use Code (ULUC) and the public hearing process.

Mr. Keast provided a demonstration of the online program Zoning Plus, which will contain the ULUC in an electronic format that includes current and past codes. Mr. Keast explained that this will allow easy access to the user and provide a code history for reviewing land use compliance. This program includes interactive maps, and allows the user to search for specific land use specifications.

Mr. Keast then provided an overview of the KC Code Website (Encode 360), a live website that allows for real time updates. Mr. Keast explained that there is a central location for changes to be made and reviewed. As changes are made to the code, the software automatically updates the subtitles. Mr. Keast stated that this program is user friendly, allowing the user to access information with little effort. The information that is currently on this website is for the upcoming public hearings, and can be changed after the deliberations are complete.

Mr. Keast provided insight as to how he plans to conduct the public hearings. Mr. Keast explained that a consistent message will be provided to the public at each public hearing, and specific public questions and concerns will be addressed in the order they are received. Mr. Keast advised that each meeting will cover different sections of the code, and he would like to keep the meetings focused on these sections. It will be required that everyone is shown respect, and that security will be used to maintain the peace and integrity of the meeting.

Mr. Keast suggested that the County Commissioners and the Planning Commission provide response dates to the public for any issues that cannot be addressed at the public hearing and a possible revisit of the code in six (6) months. Mr. Keast encouraged the County Commissioners and the Planning Commission to actively participate in this process, and to feel free to contact him with any questions that they may have.

F. Staff Reports: There were no staff reports.

G. Public Comment: This section is reserved for citizens wishing to address the Board regarding a County related issue. There was no public comment.

The meeting was adjourned at 5:06 p.m.

Respectfully submitted,

CLIFFORD T. HAYES, CLERK

BY: _____
Brandie Bradley, Deputy Clerk